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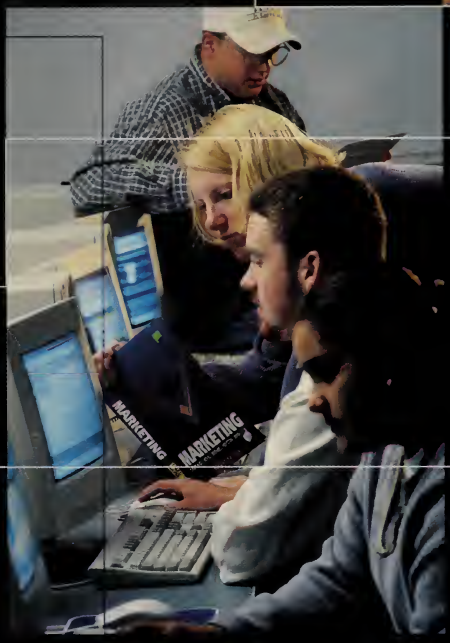

LASELL
COLLEGE

LASELL COLLEGE

2000-2001
Catalog

Lasell College
1844 Commonwealth Avenue
Newton, Massachusetts 02466
(617) 243-2000
e-mail: academics@lasell.edu

Dr. Thomas E. J. de Witt
President

Accreditation

Accreditation Council for Occupational Therapy Education

Commission on Accreditation of Physical Therapy Education

Massachusetts Department of Education

National Association for the Education of Young Children

New England Association of Schools and Colleges

Memberships

American Association of Collegiate Registrars and Admission Officers

American Association for Higher Education

American Council on Education

Association of Independent Colleges and Universities in Massachusetts

Association of Governing Boards of University and Colleges

College Entrance Examination Board

Council for Advancement and Support of Education

National Association of College Admission Counseling

National Association of College & University Business Offices

National Association of Student Financial Aid Administrators

National Association for Foreign Student Affairs

National Coalition for Campus Children

National Collegiate Athletic Association (NCAA)

New England Board of Higher Education

This catalog is published as a source of information for prospective students and for the general public. The College reserves the right at any time to revise course and program offerings, requirements, and other information described herein.

Lasell College admits students of any age, gender, race, color, national and ethnic origin, sexual orientation, and handicap to all the rights, privileges, programs, and activities generally accorded or made available to students at the College. It does not discriminate on the basis of age, gender, race, color, national or ethnic origin, sexual orientation, or handicap in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Furthermore, the College subscribes fully to all federal and state legislation prohibiting discrimination against applicants, faculty and all other employees for reasons of age, gender, race, color, national and ethnic origin, sexual orientation, or handicap.

Lasell College is accredited by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction.

Accreditation of an institution by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Association is not partial but applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the status of an institution's accreditation by the New England Association should be directed to the administrative staff of the school or college. Individuals may also contact the Association:

NEW ENGLAND ASSOCIATION OF SCHOOLS
AND COLLEGES
209 BURLINGTON ROAD
BEDFORD, MASSACHUSETTS 01730-1433
(781) 271-0022
(781) 271-0950 FAX

Lasell College Catalog 2000-2001

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Visitors to the College are always welcome. The Admission Office at 1844 Commonwealth Avenue in Newton is open Monday through Friday from 8:30 a.m. to 4:30 p.m. and by appointment on Saturday during the College year. It is requested that personal interviews be arranged in advance by letter or by telephoning (617) 243-2225.

TO ANSWER YOUR QUESTIONS

Admission

Kathleen M. O'Connor
Vice President for Enrollment Management
243-2225

Alumnae Affairs

Karen Gill
Director of Alumnae Affairs
243-2141

Career Services

Marie Smith
Director of Career Services
243-2125

Fees and Operations

Elizabeth H. Winter
Vice President for Business and Finance
243-2101

Financial Aid

Michele Kosboth
Director of Office of Student Financial Planning
243-2227

Gifts to the College

Eleanor N. Linton
Director of Annual Giving
243-2165

Lasell Village
The Unique Retirement Community in Which to Live and Learn

Dr. Paula Panchuck
Dean of Lasell Village
Director of Assessment
243-2143

Judith Weltz
Community Relations Director
243-4307

Public Relations/Communications

Fran Weil
Director of Communications
243-2150 or 978-777-7260

Registration/Records/ Voter Registration*

Dianne Polizzi
Registrar
243-2133

Student Affairs

Diane M. Austin
Dean of Student Affairs
243-2124

* The Registrar's Office has affidavits of voter registration available for students who wish to register to vote.

Lasell College - 2000-2001 Calendar

2000			
SEPT	2	SAT	Residence Halls Open to New Students New Student Orientation
	4	MON	Labor Day Residence Halls Open to Returning Students New Student Orientation
	5-6	TUES-WED	Registration for All Students
	7	THURS	**FIRST DAY OF CLASSES** Graduation Application Deadline for December Completion
	13	WED	Add/Drop Deadline
OCT	9	MON	No Classes—Columbus Day
	11	WED	Status Report Grades Due at 4 PM
	13	FRI	Pass/Fail Deadline
NOV	1	MON	Course Withdrawal Deadline
	13	MON	Founder's Day
	14	TUES	Spring Pre-registration Begins
	21	TUES	Thanksgiving Recess Begins After Last Class
	27	MON	Classes Resume
DEC	13	WED	Last Day of Classes Graduation Application Deadline For May Completion
	14	THURS	Reading Day
	15-20	FRI-WED	Final Exam Period Winter Recess Begins After Last Exam
	21	THURS	Final Grades Due at 4 PM
2001			
JAN	15	MON	Martin Luther King Jr.'s Birthday
	20	SAT	Residence Halls Open to New Students New Student Orientation Begins
	21	SUN	Residence Halls Open to Returning Students
	22	MON	Registration For All Students
	23	TUES	**FIRST DAY OF CLASSES**
	29	MON	Add/Drop Deadline
FEB	19	MON	No Classes—Presidents' Day
	27	TUES	Status Report Grades Due at 4 PM
MARCH	2	FRI	Pass/Fail Deadline
	16	FRI	Spring Recess Begins After Last Class Course Withdrawal Deadline
	26	MON	Classes Resume
APRIL	9	MON	Fall Pre-registration Begins
	16	MON	No Classes—Patriot's Day
MAY	4	FRI	Last Day of Classes Graduation Application Deadline For October Completion
	7	MON	Reading Day
	8-11	TUES-FRI	Final Exam Period
	14	MON	Final Grades Due at 10 AM Summer Physical Therapist Assistant Sessions Begin
	17-19	THURS-SAT	Convocation Awards Ceremonies
	20	SUN	Commencement

History

Lasell College, a four-year college for women and men, has a long and rich history. Founded in 1851, it is one of the oldest colleges in greater Boston.

The College's founder was Edward Lasell, a graduate of Williams College who became a professor of chemistry at his alma mater. While on leave teaching at Mount Holyoke Seminary, Professor Lasell was impressed with the quality of scholarship exhibited by women. Within a year he established the Auburndale Female Seminary. Edward Lasell died of typhoid fever in the school's very first semester, and it was renamed Lasell Female Seminary in his memory. After the Lasell family ended its control in 1865, it was led for over seven decades by two principles/presidents: Dr. Charles Bragdon and Dr. Guy Winslow. Adoption of the name Lasell Junior College came in 1932. By emphasizing both the practical and the scholarly, Lasell departed radically from the "finishing school" attitude toward education so prevalent in the nineteenth century.

Lasell's innovative approach to education continued into the 20th century with the concept of "Connected Learning." This concept brings about the integration of liberal arts and professional courses, offering students both on- and off-campus hands-on learning experiences. Connected learning facilities on-campus include two nationally accredited child study centers; a bed and breakfast inn; labs for occupational and physical therapy; and a fashion design/production center as well as display areas for visual merchandising.

Lasell's future emanates from this vision of innovation and experimentation. In the Spring of 2000, the College opened Lasell Village, the first of its kind educational continuing care retirement community. In the Fall of 2000, a new suite-style residence hall for 116 students and a state-of-the-art academic center was added to the campus.

Future plans include selected master degrees and expanded program offerings.

Mission Statement

Lasell College, founded in 1851, is an independent, coeducational, non-sectarian institution of higher education. With an emphasis on teaching and lifelong learning, Lasell's mission is to

provide a stimulating environment for the intellectual and personal growth of students in its degree and non-degree programs. Our educational philosophy encompasses three significant opportunities for all students:

- Outstanding professional and liberal arts programs with an emphasis on the integration of the two.
- Activities that translate classroom theory to professional practice and form the essence of Lasell's connected learning experience.
- A small, diverse community which fosters strong interpersonal relationships and a supportive living and learning environment for students of all ages.

In fulfilling our mission, the College is guided by three core values: student focus, innovative education and social responsibility.

Student Focus

Lasell's academic and student life programs foster self-knowledge and an appreciation of others. The College maintains an educational environment that is attentive to how students learn most effectively. Recognizing the uniqueness of each student's learning profile, Lasell provides initial assessment and placement, ongoing advising and other student services that enhance success in the college experience.

Innovative Education

Lasell maintains a creative learning environment that is both entrepreneurial and responsive to social, technological and workforce influences. Significant emphasis is placed on instructional strategies that address the varied learning styles of students and on the strong academic and professional practitioner backgrounds of its faculty.

Social Responsibility

Lasell challenges students to integrate knowledge with personal values. The College encourages a sense of individual responsibility by providing students opportunities for active participation, collaboration, campus involvement, leadership and public service.

The Campus

Lasell College is located in Auburndale, Massachusetts, a village of Newton, a residential suburb bordering Boston. The campus covers fifty acres, mostly along Woodland Road and adjacent streets. Spacious lawns and varied foliage provide an attractive setting for the 43 college buildings, which range in style from Victo-

rian to modern. Tree-lined streets, two athletic fields, the Charles River, and five tennis courts provide abundant opportunity for outdoor activity.

The 18 residence halls at Lasell are homelike, well-arranged, and comfortable. A new 116-bed suite-style residence hall opens in the Fall of 2000. Dining facilities are located in Valentine Hall in the Edwards Student Center. Winslow Hall has been renovated into seven high technology classrooms, 13 faculty offices and a beautiful atrium-style student lounge. This is the new academic hub of the campus.

Other buildings house classrooms; laboratories for anatomy, biology, chemistry, and physical science; ceramics and photography labs; The Ella Ellis Holway Child Study Centers; a gymnasium, weight-training and fitness facilities, and dance studio; a health and counseling center staffed by a physician, nurse, counselor; a student center containing a snack bar, lounges, bookstore, post office, and student government offices; and audio-visual facilities.

In many ways, the heart of the Lasell campus is the Jessie S. Brennan Library. The Brennan Library provides access to "state of the art" information resources in an atmosphere conducive to research and study. Many electronic resources, including the Internet, are available through the Library's participation in the Minuteman Library Network, (MLN). Minuteman, a consortium of 40 public libraries and four academic libraries provides Lasell students access to resources of the collective libraries, approximately five million items, by participating in the Network's interlibrary loan system. Brennan Library also maintains its own interlibrary loan services, providing still greater access to books and materials nationwide. Library staff assist students in using these resources by providing both class instruction and individualized help. The library is open 87 hours per week and houses over 55,000 books and 500 periodicals.

The library building also houses the Stoller Room, the Rafferty Shoemaker Learning Center, the Brightman Rosen Auditorium, and the Academic Computer (PC) Labs.

The College's Yamawaki Art and Cultural Center includes an auditorium for both film and live performances such as student plays and dance groups. A museum/display area is available to exhibit the works of developing as well as established artists, both domestic and international. The Center also houses laboratories for photography, ceramics and other media, along with additional classrooms.

The international focus of the Center complements Lasell's commitment to providing students with a global perspective and a sensitivity to cultural diversity. The Center will further enhance the opportunities for students to study and travel abroad.

Located in the heart of the campus, the athletic center serves as a gathering spot for members of the Lasell community. In addition to supporting both intercollegiate and intramural sports, the center contains a suspended indoor track, aerobics and dance studio, and weight and cardiovascular equipment. The facility serves as a "connected" learning site for students in the Exercise Physiology and Athletic Training programs.

Transportation

Convenient access to the educational, cultural, and entertainment resources of Boston is provided by bus, rapid transit (MBTA), train, local taxi, and private car. Trains and buses for New York and other points stop at nearby terminals. Boston's Logan Airport is easily accessible by a variety of forms of transportation. The Lasell shuttle transports students to and from the MBTA stops at previously scheduled and posted times.

ADMISSION

Each year the Lasell Admission Office selects from its applicants those students who seem best qualified to benefit from a course of study at Lasell. Many factors are considered when evaluating applications for admission: the applicant's scholastic record; personal evaluations of the applicant submitted by faculty or counselors at either the high school or college level; the applicant's scores on standardized tests; and the applicant's choice of academic program at Lasell.

It is strongly suggested that applicants arrange an interview, and parents are invited to accompany the applicant. Interviews may be arranged by writing to the Admission Office or by telephoning that office at (617) 243-2225.

Lasell uses a rolling admissions policy; an applicant for admission need not wait until a specific date for the College's decision, but rather can expect a decision shortly after the application has been completed.

Requirements

Freshman Class - Candidates for admission to the freshman class are normally expected to complete the college preparatory program of an approved secondary school. However, Lasell will also consider applicants who show ability to do college work even though they have not taken the usual college preparatory courses.

Transfer - Candidates for admission who have completed college coursework may be reviewed for either an associate's degree or bachelor's degree program at Lasell College. All transfer candidates are expected to have completed the requirements of a secondary school or to have received an equivalent certificate. Candidates who are applying for admission into the baccalaureate programs are expected to have an overall grade point average of 2.3 or higher.

Applicants applying for admission to the Exercise Physiology, Occupational Therapy, or Physical Therapist Assistant programs should refer to the appropriate program of study page in the catalog for additional requirements for admission.

Entrance Examinations

All candidates for admission are required to take the Scholastic Aptitude Test (SAT) given by the College Board (Lasell College

code #3481), or the equivalent of that test, preferably before January of the senior year of secondary school.

Information concerning the SAT may be obtained from the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540, or the College Board, Box 1025, Berkeley, California 94701. Applications to take the test should reach the College Board at least one month before the date the test is to be taken.

Procedure

Application forms for admission to Lasell may be obtained from the Admission Office. The completed application, together with a non-refundable fee of $25, should be returned to the Director of Admission. Applicants to the freshman class should ask their secondary school guidance counselor to forward their completed secondary school transcript and a letter of recommendation.

Applicants for transfer who have earned fewer than 45 college credits should submit an application with their secondary school transcript, college transcript, and an academic letter of recommendation. Foreign applicants must submit official results of the TOEFL (Test of English as a Foreign Language).

Applicants for transfer who have earned 45 or more credits or an associate degree must submit an application with completed college transcripts, and an academic letter of recommendation. Accepted transfer students will receive a credit evaluation of their previous course work, and their resulting class standing. Only grades of C or better are acceptable for transfer credit. Transfer applicants should submit official transcripts of all prior college level work.

The applicant is responsible for making sure that all required information is sent to the Admission Office. Applications are considered when all credentials have been received.

Students accepted for admission to Lasell are asked to submit a non-refundable commitment deposit ($200 commuter, $400 resident). The College observes a May 1 deposit deadline. Deposits received after May 1 will be accepted on a space available basis. This deposit is applied toward tuition charges.

Assignment of students to particular residence halls will be made depending on availability and on a first-come, first-served basis.

Physical and Learning Disabled Students

Lasell College accepts the definition of learning disabilities defined in Public Law 94-142, "as a disorder in one or more of the basic processes involved in understanding and using language, spoken or written, which may manifest itself in an imperfect ability to listen, think, speak, read, write, spell or do mathematical calculations."

Students with learning and/or physical disabilities must submit documentation which describes the nature of their disability as well as appropriate modifications. Applicants are strongly encouraged to submit this information in the admissions process so that the College can notify them of the specific services available. The College makes every effort to provide reasonable accommodations, but may not be able to meet every request. If students wait until they enroll, they should submit the relevant documents to the Director of the Learning Center.

The Buckley Amendment prohibits the College from sharing any information about a student unless the student has granted permission. Therefore, students who want their instructors to make classroom and/or assessment modifications will need to sign a waiver authorizing the Director of the Learning Center to make such arrangements. It is to the student's advantage to make these arrangements as soon as possible and in a timely manner. Faculty are not required to make adaptations unless they have been notified in advance by the Learning Center.

Frequently students assume that their high school counselors have notified the College regarding students' learning styles. The College has found that high schools do not always forward such records. Therefore, students should not assume the College is aware of their specific learning needs. To be on the safe side, students should meet with the Director of the Learning Center within the first week of classes to review what documentation is available and what modifications can be arranged.

Transfer Students

A number of students are admitted to Lasell each year with transfer credit from other colleges. These students must meet the requirements for graduation and must meet the requirements of their respective programs. A maximum of 30 credits can be accepted in transfer towards the associate degree. Students pursuing a bachelor degree must complete a minimum of 45 credits at Lasell. Only grades of C or better are acceptable for transfer credit.

Advanced Placement Program

As a participant in the Advanced Placement Program of the College Board, Lasell will grant credit to students who present entrance scores of at least three on Advanced Placement tests offered by the Educational Testing Service (E.T.S.) in Princeton, New Jersey. Students should have their scores sent directly from ETS to the Director of Admission at Lasell College. The Office of Admission will establish the number of Lasell College credits awarded under the Advanced Placement Program.

HONORS PROGRAM

The Lasell College Honors Program offers selected students unique academic and co-curricular opportunities to enrich their undergraduate experience. Honors courses are available to students who choose to challenge themselves across numerous disciplines and who, because of their interest and/or special skills, would benefit from advance course work in some portion of their undergraduate studies.

Admission Requirements

First Year Admission

Entering students will be invited to participate based on a weighted composite of their combined SAT scores, class rank, grade point average, and demonstrated potential to pursue honors level course work in college.

Sophomore and Transfer Student Admission

Students may apply to the Honors Program as sophomores. Two letters of recommendation from faculty members on a student's behalf should be submitted to the Chair of the Honors Program before November first of their sophomore year. Selected students will have a minimum GPA of 3.5 or greater.

Students who are not in the Honors Program but wish to enroll in an honors level course may do so with the permission of their faculty advisor and the Honors Committee.

Program Requirements

Students will be required to complete eight courses in the Honors Program to be awarded honors designation on their diploma. The eight courses include five required courses and three honors electives or directed studies.

Required Honors Courses

Writing I
Honors Colloquia
Honors Seminar
Honors Leadership Seminar
Honors Capstone Course

Distribution Requirement

In addition to the required honors courses, students must select three honors courses, two of which must be at the 200 level or higher and have an honors designation.

Graduation Requirements

Bachelor Degree

A graduate of Lasell receives the degree of bachelor of arts or bachelor of science. Specific requirements of the various curricula are described under each major.

In order to graduate, each student must earn a minimum of 125 credits of academic work; out of this 125 credits, students must complete a minimum of 48 credits in the liberal arts.

In order to graduate students are required to complete 45 credits at Lasell, attain a cumulative G.P.A. of 2.0 or higher and meet Lasell's Core Curriculum requirements.

Associate Degree

In a few specific majors described in this catalog, a graduate of Lasell receives a degree, of associate in arts, or associate of science, depending on their choice of curriculum. Specific requirements of the various curricula are described under each major.

In order to graduate each student must complete a minimum of 50% of their credits at Lasell, attain a cumulative G.P.A. of 2.0 or higher and meet Lasell's Core Curriculum requirements.

Application for Graduation

A student eligible for a degree must apply for graduation through the Office of the Registrar at least one full semester before they expect to complete all requirements for graduation. Failure to comply may result in a delay of receiving the degree by a semester.

Degrees are awarded three times a year in January, May, and October. Commencement exercises are held once a year in May.

Expected Degree Completion:	Completed Application Filed:
January	Prior September 1
May	Prior December 15
October	Prior May 1

Conditional Graduation

Students classified as conditional graduates may participate in the May commencement exercises. To be considered a candidate for conditional graduation a student must have:

a) attained a minimum cumulative G.P.A. of 2.0; and
b) be within one (1) course of not more than six (6) credits of completing their graduation requirements.

Students may petition to be a conditional graduate if the above requirements have been met. Approval must be granted by the Department Chair, the Registrar and the Vice President for Academic Affairs.

The student must complete the Conditional Graduation Contract (available in the Office of the Registrar) agreeing to the following:

1) course must be approved in advance by the Registrar;
2) approved course must be taken at an accredited institution;
3) course must be completed by the September following commencement with a grade of "C" or better;
4) an official transcript must be submitted to the Office of the Registrar following course completion.

Students enrolled in a major whose final semester includes a summer session (currently only Exercise Physiology/PTA) may also be eligible to petition for conditional graduate status provided institutional requirements (a) and (b) above have been met and they have only the required summer courses pending, as stated in this catalog.

The Conditional Graduation Contract must be signed and returned to the Office of the Registrar by May 4, 2001.

Academic Commencement Awards
Baccalaureate Level

Students completing the last four full-time semesters at Lasell College and all degree requirements with a cumulative GPA of 3.5 or higher are eligible for special recognition at commencement.

Specific designations include:

cum laude - $3.5 \leq$ Overall GPA ≤ 3.69

magna cum laude - $3.7 \leq$ Overall GPA ≤ 3.89

summa cum laude - Overall GPA ≥ 3.90

Lasell Chair - Lasell Chairs are awarded by the College to outstanding graduates. Traditionally, this award is based on outstanding academic achievement, exemplary service to the College, and notable qualities of character consistent with the Mission of the College.

Associate Level

Students completing the last three full-time semesters at Lasell College and all degree requirements with a cumulative GPA of 3.5 or higher are eligible for special recognition at commencement.

Specific designations include:

Honors - 3.5 ≤ Overall GPA ≤ 3.69

High Honors - Overall GPA ≥ 3.7

Lasell Lamp - Lasell Lamps are awarded by the College to outstanding graduates. Traditionally, this award is based on outstanding academic achievement, exemplary service to the College, and notable qualities of character consistent with the Mission of the College.

Academic Integrity

Students have a responsibility to maintain the highest level of academic integrity. They are expected to perform educational tasks with the highest moral and ethical conduct. Academic dishonesty, depending on the severity of the infraction, may produce consequences, which range from a reduction in grade for the particular assignment involved to a failing grade for the course. Academic dishonesty may take the following forms:

Plagiarism: The act of taking or passing off another's ideas, or writing, as one's own; copying or paraphrasing another's words without credit; buying or accepting work and presenting as one's own.

Copyright Violations: The Copyright Law (Title 17 U.S. Code) protects electronic, print and other copyrighted materials. Any infringement of copyright is a violation of academic integrity.

Electronic copyright infringement involves video, audio and computer materials and any other materials made electronically. Copying videos, cassettes or software, selling or disseminating programs without the owner's permission, putting pirated software on the College computers or your computer are not permitted. As long as appropriate credit is given, making a copy of a small portion of a book or an entire article for use in your assignments is acceptable. The correct citation method for sources of ideas and information obtained electronically or in print is available in the library.

The library has a copy of the complete Copyright Law for further reference.

Cheating:	Dishonesty or deception in order to obtain some advantage or gain; e.g., stealing or receiving stolen examinations.
Theft/ Vandalism:	Taking or defacing library materials or educational equipment such as a VCR, computer or software. Cutting pages out of a book or magazine or taking material out of the library and not checking it out is stealing.
Forgery:	Signing another's name to exams or papers.

Students with questions about these definitions should contact the Learning Center or their faculty.

The instructor of the course in which the infraction occurred determines the appropriate sanction. If the charge is uncontested, the student signs a statement to this effect. The written statement will remain in the Vice President for Academic Affairs Office and will be destroyed when the student leaves the College. A pattern of repeated infractions may result in suspension or dismissal from the College at the discretion of the Vice President for Academic Affairs.

A student who wishes to appeal the charge must follow the process for ACADEMIC APPEAL as described in the Lasell Student Handbook.

A student who violates standards of College policy by taking or vandalizing library materials or educational equipment will be referred to the College judicial system as described in the Student Handbook.

Class Attendance Policy

The College expects students to attend classes. The College does not, however, set specific guidelines regarding procedures and penalties for absences. Instead, each faculty sets his/her own guidelines as deemed appropriate for each learning experience.

Faculty will distribute their specific course attendance policies as a part of the course syllabus during the first week of classes. Students have the responsibility of knowing these academic policies.

The serious student assumes the responsibility of attending every class. When a class is missed the student cannot benefit from hearing the lecture, nor participate in laboratory-style work with the guidance of the instructor.

In the case of truly unavoidable absence, the student should inform the instructor ahead of time if possible. If an extended absence is anticipated, the Registrar should be notified in order that the adviser and all instructors can be informed. Upon return to the College, the student should immediately consult the ad-

viser and instructors regarding whether successful continuation is realistic.

If a student misses classes for medical reasons for more than three days, the Academic Affairs office or the Registrar's Office will notify instructors upon receipt of a doctor's note. Students out for less than three days, have the responsibility to notify the instructor and to make arrangements for missed work.

Students will be excused from class(es) to observe major religious holidays with the understanding that they notify the instructor in advance and make arrangements to complete missing work.

Leave of Absence

A leave of absence may be arranged for one semester through the Office of the Registrar, subject to departmental approval. Students must be in good standing throughout the College. Students receiving financial aid should consult with the Office of Student Financial Planning to determine if a leave would have any effect on financial aid.

Withdrawal

Students wishing to withdraw from the College should meet with their academic advisor or the Vice President for Enrollment Management to explore the alternatives open to them. If withdrawal is a student's final decision, the student should apply for withdrawal in the Office of the Registrar.

A withdrawing student will be asked to meet with several individuals, including the Bursar and the Director of Student Financial Planning.

Readmission

Students not on an official leave of absence who separate from Lasell through withdrawal, graduation, or any other method are required to reapply for admission to the College by completing an Application for Continuing Study. These applications are available through the Office of the Registrar. While admission is not guaranteed, application is encouraged.

Second Degree

A student can qualify for a second bachelor's degree provided a minimum of forty-five (45) additional credits are earned at Lasell College and all requirements are completed in good standing. Students seeking a second bachelor's degree are advised that financial aid is severely restricted.

Dual Degree

A student may earn two undergraduate degrees provided (a) all requirements for each degree are completed in good standing, and concurrently (b) all pertinent requirements of Lasell and the individual departments and schools involved are completed successfully, and (c) both degrees are conferred concurrently.

GRADING

Grades

Grades are issued at the end of each semester and are represented by letters. Class promotion, graduation, honors, Good Academic Standing, Academic Probation and Suspension are based on a student's grade point average (G.P.A.). The G.P.A. is computed by multiplying the number of semester hours of credit by the appropriate quality point value, and then dividing the sum of these products by the total number of semester hours of credit carried. Students may take a specific course on a pass/fail basis with permission of the Instructor, the Department Chair, and the Registrar.

Grade	Numerical Value	Quality Points
A	100-93	4.0
A-	92-90	3.7
B+	89-87	3.3
B	86-83	3.0
B-	82-80	2.7
C+	79-77	2.3
C	76-73	2.0
C-	72-70	1.7
D+	69-67	1.3
D	66-63	1.0
D-	62-60	0.7
F	59-0	0.0

INC means Incomplete
IP means In Progess (for internship or courses which extend beyond the academic semester)
W means Withdraw
X means non-credit item completed (i.e. lab)
In Pass/Fail courses, P means Pass, and F means Fail
Students need to consult academic standards for individual departments regarding withdrawal policies.

Mid-term status reports are issued at the midpoint of the course and include the following ratings:
S means Satisfactory
WA means Warning; standing in course is not satisfactory

REPEAT COURSES

Grade Improvement

Students will be allowed to retake, one time only, a course for which they earned a passing grade of "C-" or below. The new

grade will be computed into the G.P.A. and the original grade will be deleted from the average. No additional credits will be counted towards graduation. However, the original grade will remain on the permanent record.

Failing Grades

Students who fail a course will receive an "F" grade.

The semester and cumulative G.P.A. is calculated on the basis of credits attempted inclusive of F grades. However, if a student repeats the course in which an "F" has been recorded, the new grade will replace the "F" in the G.P.A. and will be recalculated in the G.P.A. Students may only repeat the same course once at Lasell College.

All "F" grades remain as part of the student's permanent record even though the grade may be deleted from the G.P.A. upon successful repetition of the course. Students need to consult academic standards for individual departments.

Incomplete Grades

On rare occasions a grade of Incomplete (INC) may be granted. Ultimately, the decision to grant a grade of Incomplete is at the discretion of the instructor; however, both the student and the instructor must sign the contract for completion before a grade of INC can be issued. A copy of the contract must be submitted to the office of the Registrar with the final grades. It is the responsibility of the student to initiate the request and to make all arrangements with the instructor for turning in late work. First semester Incomplete grades must be made-up by the second week of the spring semester. Failure to do so will result in the "INC" reverting to "F". Second semester Incomplete grades must be made-up within five weeks following the end of examination week. Failure to do so will result in the "INC" being changed to "F".

Under extenuating circumstances, extensions may be granted by the instructor with the approval of the Dean of the appropriate school. It is the student's responsibility to initiate a written request for an extension by completing the appropriate paperwork in the Registrar's Office.

Grade Changes

Grades can be changed within a six-week period at the instructor's request and must be filed in writing with the Registrar. The time may be extended if the Vice President for Academic Affairs approves a written petition from the student and the instructor.

Status Reports

Course instructors issue status reports midway through each course, informing students of their current standing. Students receive an "S" or "Satisfactory" if their overall performance is C or higher. Students with a grade of C- or less in any semester course will receive a warning notice (WA) at mid-semester. A copy of the warning notice is kept in the student's file, but it does not become part of the student's permanent record. Students receiving warnings should immediately meet with the course instructor(s) and their academic adviser to determine what must be done to improve the grade.

Students with a grade of C- or less in courses which meet less than 15 weeks will receive a Warning Notice according to the following schedule:

Length of Course	Date Warning Issued
5 weeks	end of 2nd week
7 weeks	end of 3rd week

Pass/Fail Option

A student wishing to take a course on a Pass/Fail basis must have the approval of the instructor, Department Chair, and the Registrar. Forms are available in the Registrar's office and must be completed and returned to the Registrar by the posted deadline.

Independent Study

Students are normally allowed to pursue one course of independent study per year. Students interested in this option should pick up the required application in the Registrar's Office. The completed application must be submitted within the first three weeks of the semester. Approval is normally restricted to pursuits that are not offered in existing courses. Credits earned in this endeavor are counted towards the excess credit allowance.

Progress Toward the Degree

Students are expected to maintain satisfactory academic progress. Satisfactory academic progress is defined both by the number of credits successfully completed and the grade point average. In general, a full-time student is expected to complete all requirements for an associate's degree within three years, and within six years for a bachelor's degree. A student with extenuating circumstances will be evaluated individually.

Classification of Students

Designation of class year for a student entering the College in their freshman year is determined at the end of the Spring semester. Upperclass standing is determined by the total number of completed credits that apply to one's current major. The following credits in semester hours are required for ranking in the upper three classes of the College:

Sophomore Class:	30 Credits *(24)*
Junior Class:	60 Credits *(45)*
Senior Class:	90 Credits *(85)*

The College permits provisional class standing if the student has completed the number of credits shown in *italics*, provided the other stated requirements are met. Designation of class year for students transferring into the College, or for students transferring into a new major, is based upon the above classifications as well as the numbers of credits/years remaining to graduation at the time of transfer in the major in which the student enters.

Students may accelerate their progress by taking coursework during the summer and intersession or by carrying overloads during the regular semester. An accelerating student must inform the Registrar's Office with regard to change of classes. This change in status will be reflected in the beginning of the next semester.

Students who take an overload of credits, must consult the College's extra credit policy to determine if there will be additional costs. (See section on Fees and Expenses.) They must also have written permission from their academic adviser.

ACADEMIC HONORS

Each semester students who achieve a specific GPA will be placed on an Honors List.

High Honors - Students who earn a semester average of 3.7 or above and earn a minimum of 12 credits.
Honors - Students who earn a semester average of 3.5 - 3.69 and earn a minimum of 12 credits.
Dean's List - Students who earn a semester average of 3.3 - 3.49 and earn a minimum of 12 credits.

ACADEMIC STANDING

Students who are not in Good Academic Standing will be placed on Academic Probation or on Academic Suspension with the availability of an appeal process through the Academic Affairs Office.

GOOD ACADEMIC STANDING

For Full-Time Students

- First semester, first year students are in Good Academic Standing if a grade point average (GPA) of 1.85 is earned, and a minimum of 12 credits completed.
- Second semester, first year students are in Good Academic Standing if a semester GPA of 2.0 is earned, and a minimum of 12 credits completed.
- All other students must maintain a cumulative GPA of 2.0, and a minimum of 12 credits per semester completed.
- Transfer students will be held to the same standards as first semester first year students.
- Students who are not in Good Academic Standing may not participate in intercollegiate athletics (in keeping with NCAA regulations).

PLEASE NOTE: These are the minimum requirements of the College. For example, normal progress toward a degree requires at least 15 credits per semester. Please check with your particular department and/or the financial aid office to see if there are additional requirements or more stringent standards.

For Part-Time Students

- Matriculated part-time students are in Good Academic Standing if their GPA meets the same standards specified above for full time students. The designation of class year for part time students is based on the number of credits earned, comparable to those used to designate class year for full-time students.

ACADEMIC PROBATION

For Full-Time Students

- First semester, first year students who have a semester GPA below 1.85 or have earned fewer than 12 credits will be placed on Academic Probation.
- Second semester, first year students who have a semester GPA below 1.85 for the semester or who have earned fewer than 12 credits for the semester will be placed on Academic Probation.
- Students who have a semester or a cumulative GPA of less than 2.0 in any semester after their first year will be placed on Academic Probation. In addition, students are required to earn 12 credits per semester.

For Part-Time Students

- Matriculated part-time students are placed on probation if their GPA does not meet the same standards specified above for full-time students. The designation of class year for part-time students is based on the number of credits earned, comparable to those used to designate class year for full-time students.

Students (full- and part-time) who are not in Good Academic Standing will be required to curtail their participation in the co-curricular life of the campus in the following ways: 1) students who are in their first semester of Academic Probation and who are serving in an executive board position in a recognized student organization (i.e. whose names appear on the "Officer Roster" as submitted to the Office of Student Affairs) will be considered to be in a probationary status for that semester; 2) no student organization officer may remain on probationary status for two consecutive semesters; 3) students on Academic Probation will not be permitted to stand as a candidate for an executive board position in a student organization; 4) a student who is on Academic Suspension may not participate as a member of an intercollegiate athletic team (in keeping with NCAA regulations).

Students who are not in Good Academic Standing will receive notification from the Office for Academic Affairs. Students whose cumulative GPA falls below 1.85 may be assigned to scheduled hours in the Learning Center by the Vice President for Academic Affairs. Students who do not improve their GPA in the following semester may be suspended from the College.

ACADEMIC SUSPENSION

For Full-Time Students

- At the end of each semester, students with a semester GPA of less than 1.3 will be placed on Academic Suspension for a semester. In addition, students who have earned fewer than seven credits for each of two consecutive semesters will be suspended for a semester.

For Part-Time Students

- At the end of each semester, matriculated students with a semester GPA of less than 1.3 will be suspended from the college for a semester.

Students wishing to be re-admitted can apply to the Academic Review Committee through the Office of the Vice President for Academic Affairs after a period of one semester has elapsed. Stu-

dents must provide proof of progress at another institution, or other evidence of their ability to succeed to be considered for re-admission. Students may petition the Vice President for Academic Affairs in writing within 10 days of receipt of the decision of the Academic Review Committee. The decision of the Vice President for Academic Affairs will be final.

Academic Dismissal

Students will not be permitted a second suspension. If the GPA or number of credits earned by a student meets the criteria for suspension a second time, the student will be dismissed from the College. Dismissed students may reapply to the Office of the Vice President for Academic Affairs of the College after a year has elapsed. To be considered for re-admission, students must provide proof of academic progress at another academic institution.

Internship Criteria

All students who are required to participate in internships within their major must have met the following academic standard prior to the internship placement.

Students must be in good academic standing, earned a C or better in major courses, and have permission of the Department Chair.

A student who is not in good academic standing, but whose average within the major is 2.0 or better, may request reconsideration for participation in the internship. The request should be made first to the Department Chair and then to the Vice President of Academic Affairs.

Academic Appeal

The Academic Appeal process provides students with a mechanism to appeal faculty actions that relate to the process of instruction and evaluation of academic performance or with other academic matters pertinent to the teacher-student relationship. In filing an appeal, it is understood that the student believes his/her interests as a student have been adversely affected by the departure from, or misinterpretation of, the academic policy of an individual instructor, a Department, or the College itself. (The College reserves the right to establish academic standards and the necessary policies to support them. Consequently, there may be no academic appeal of the contents of published Academic Policies established by the College, including those of individual Academic Majors and individual instructors).

Informal Conciliation: A student wishing to alter or reverse any academic action shall attempt to resolve the matter informally and expeditiously. The student shall contact the faculty member within five class days of the action in question to schedule an appointment. The student is expected to present her/his concerns and to weigh the faculty member's response. If not resolved, the student may discuss the matter with the faculty member's immediate supervisor—Department Chair, followed by Associate Dean, or Vice President for Academic Affairs. The Informal Conciliation Stage will end 15 class days after the initial meeting between the student and faculty member. If no resolution was reached, the student may begin the Formal Grievance Process.

Formal Grievance Process: To file a formal grievance, the student must obtain a copy of the Academic Appeal Process Form in the Office of the Vice President for Academic Affairs. The form must be completed and submitted to the faculty member, along with all accompanying documentation, no later than 20 class days after the initial meeting with the faculty member in the Informal Conciliation Stage. The step-by-step procedures to be followed for a formal grievance are available in the Office of the Vice President for Academic Affairs and in the Student Handbook. Failure to adhere to these procedures automatically leads to dismissal of the appeal.

Time Constraints: The phrase "class days" used herein refers to those days (Monday-Friday) when classes are actually in session. Therefore, they do not include registration, reading days, exam periods, or periods between semesters. Every effort will be made to ensure delivery of a decision in a timely manner, but scheduling difficulties may delay the process. If a student wishes to appeal a final grade received at the end of the semester, the process may require a delay to the beginning of the next semester. In the case of a pending graduation or transfer to another academic institution, the Associate Dean who oversees the student's major, in conjunction with the Vice President for Academic Affairs, will make a determination in the matter.

College Calendar

The College calendar is the official schedule for all courses, vacations, holidays, breaks, and final examinations. All students are expected to be in attendance and to take their final examinations as indicated on the College calendar. Students who leave the campus before the official end of each semester, who return to the campus late after breaks, or who take additional "time off" during the semester do so at their own risk.

The College expects all students to take their final examinations on the dates and times scheduled. Students who need to take a

final examination at a time other than the scheduled time must discuss this with their instructor before the date of the final examination. The College reserves the right to deny a student's request for an alternate final examination scheduling.

Students' Responsibilities

It is the student's responsibility to be familiar with the information and policies stated in this catalog, and to consult with their academic adviser about any information which needs clarification.

Academic Advising

Upon arrival at Lasell, all students are assigned to an academic adviser to assist in selecting classes, arranging a course schedule, and identifying resources to solve problems or meet the specific needs. The students are encouraged to consult their academic adviser, the instructors, the Learning Center director, the registrar, the residential life staff, the director of career services, or the deans concerning academic or personal problems. One important advantage of a small, personalized college like Lasell is the network of faculty and staff ready to assist the students to reach full potential. As noted in the College Life section of this catalog, students may also seek assistance from the College's Health and Counseling Center.

Transfer Credits Policy

Lasell students who wish to receive academic credit for coursework taken at another institution must request approval from the College before registering for the course. Students who are considering this must complete the required form at Lasell's Office of the Registrar and obtain all necessary approvals before enrolling in the course.

If approved by Lasell, academic credit can be granted for coursework taken at another institution; however, grades for courses taken at other institutions are not calculated into a student's grade point average. Only grades of C or better are acceptable for transfer credit.

Students wishing to transfer credits in science courses that span two semesters must submit grades for both semesters.

Credit by Examination Policy

Students have the opportunity to earn transfer credit by examination in certain academic subjects through the College Level Examination Program (CLEP), the Advanced Placement Program (AP) and the ACT PEP: Regents College Examination. Refer to Department specific requirements and contact the Registrar's Office/Department Chair.

Students' Rights to Privacy

In compliance with Public Law 93 308, Family Educational Rights and Privacy Act of 1974, Lasell College sends grade reports and warnings to each student as a matter of College policy. The College is unable to release any information to anyone about a student's performance without his/her written consent. In addition, grades and information about academic standing are not given out over the telephone. For more information, consult the section entitled "The Buckley Amendment" in the Student Handbook.

Transcripts

Official copies of a student's permanent record are issued by the Registrar's Office. The transcript request must be made in writing by the student, and include $5.00 for each copy requested. These transcripts are mailed directly to the college or employer requested. Transcripts cannot be processed for students who have unpaid bills.

Unofficial transcripts may be issued directly to the student provided the request is in writing.

International Education/Study Abroad

Lasell provides several opportunities for students to gain experience abroad. In 1988, the College established a sister college relationship with two colleges in Japan - Yamawaki Gakuen Junior College in Tokyo and Shinonome Junior College in Matsuyama. Faculty and students from each college participate in a month-long visit, combining lectures with extensive field experience. Lasell students visit both colleges with trips to Hiroshima, Nara, Kamakura and an extended visit to Kyoto. In Tokyo, students gain insight into retail and hotel operations through seminars with local management staff as well as visiting major cultural sites. Independent study credit may be arranged with permission of the academic adviser and the Academic Vice President. Limited scholarships are

available from the College for this program. The College also provides study abroad opportunities with St. Martin's College in Lancaster, England.

Students who pursue a semester abroad need to notify their Adviser, the Registrar, and the Office of Student Financial Planning in order to remain on the College's active enrollment list.

STUDENT LIFE

Student Affairs Mission

The Student Affairs Department at Lasell College takes its direction from the institution's mission of providing its students with opportunities to grow intellectually and personally. In the support of that mission, the work of the Student Affairs professionals has a dual focus: to provide services to the campus community that ensure a rich student life program; and to create a climate that enhances students' learning, personal growth and development.

The Office of Student Affairs is responsible for the annual production of the *Lasell College Student Handbook* which provides information on services, organizations, policies, and regulations affecting student life.

New Student Orientation

All new students are invited to participate in a number of programs especially designed to facilitate their transition into the Lasell College community. The Office of Student Affairs implements three orientation programs during the academic year: a summer orientation for students beginning their College career in the fall; an early September orientation program which expands on the Summer program and runs just prior to the start of classes; and a January orientation program for students entering the College mid-year. Undergraduate Orientation Leaders (OLs) assist in the design and implementation of all orientation programs. *College 101* is a credit-bearing, on-going orientation course which is offered to new students as a way of continuing the transition process into the College, and addresses a variety of issues specific to the collegiate experience. Each section of *College 101* is co-facilitated by a member of the faculty/staff and an upperclass student leader.

Student Activities

Lasell offers many opportunities for active learning outside of the classroom. These opportunities provide students a chance to further their education, to learn about themselves and others, to develop new interests, and to have fun! Membership in student organizations can help students to meet new people, learn about programming and governance, and explore their leadership potential. Of particular note:

- The Student Government Association (SGA) seeks to represent and promote the interests and concerns of all students. SGA meetings are held weekly and are open to all students.
- The Campus Activities Board (CAB) plans and sponsors the major social activities at the College, including comedy nights, dances, the annual SpringFest, and karaoke. Membership is open to all students.
- The *LAMP* is the College yearbook, and records a photographic history of a year at Lasell. The student editor and his/her staff plan and organize the layout, art work and content of the publication.

Each spring semester, the Office of Student Activities sponsors an Emerging Leaders course. Designed to introduce participants to some basic concepts in leadership, students are nominated and apply to take part in this most popular, non-credit program.

Residential Life

One of the more valuable educational experiences in which a student can participate is the on-campus residential living option. Most full-time students choose to live in College-owned housing. Designed to be "living and learning environments", the residence halls and houses are places where students can grow emotionally and socially, while learning to live as a member of a community. All residential buildings are overseen by live-in professional Resident Directors (RDs) and/or paraprofessional, student Resident Assistants (RAs) whose charge it is to promote an atmosphere of cooperative living. The Director of Residential Life oversees all aspects of the on-campus residential program including the administration of the residence buildings, the provision of educational and social programming for the residents, and the supervision of the Residential Life staff.

Athletics

Lasell College holds membership in the NCAA Division III and competes in a total of 12 varsity sports (seven female varsity sports including: field hockey, soccer, cross country, volleyball, basketball, lacrosse, and softball; and five male varsity sports including: soccer, cross country, basketball, lacrosse, and volleyball). Intramural and non-credit activities are also offered throughout the academic year and include aerobics, basketball, soccer, and volleyball.

It is the philosophy of the Lasell College Athletic Program to place the highest priority on the overall quality of the educational experience and on the successful completion of academic goals. Athletics are conducted as a part of the student/athlete's educational experience, and the Athletic Program is meant to comple-

ment the educational program. The Athletic Department strives to encourage participation by maximizing the number and variety of opportunities offered in varsity and intramural programs. Participants in the Athletic Program receive the same treatment as all other students, in that student/athletes receive no privileges in admission, financial aid, advising, grading or living accommodations.

The emphasis of the Athletic Program is placed on the welfare of the participants, and not on the spectators or the entertainment value of the sport. It is the goal of the Athletic Department to foster the development of sportsmanship, community, fair play, positive societal values, and physical well-being in all participants.

Health and Counseling Services

The services of the Health and Counseling Center are available for all students, both commuters and residents. The Director of Health Services is a registered nurse who is on duty 40 hours per week; a physician and nurse practitioner are available at designated hours. The Director of the Counseling Center is a licensed social worker who is available on a full-time basis. Emergency services are available at nearby Newton-Wellesley Hospital.

The health fee covers the following services: consultation by the professional medical staff during their regular hours on campus; ordinary medications dispensed by the Health Center; and consultation and short-term treatment with the Counseling Center staff. The health fee does not cover lab fees, special prescriptions for medication, or costs of visits to other specialists.

A complete medical history and physical examination are required of all students by the time of registration for courses. The State Immunization Law requires that all full-time college students born after 1956, and all full-time and part-time students in the health sciences, present evidence that they are immunized against measles, mumps, rubella, diphtheria and tetanus in order to register for classes; medical and religious exemptions are allowed. Students in the health sciences will be required to have additional immunizations which are explained on the physical examination form.

The staff members in the Counseling Center are available for any students wishing to discuss concerns in their lives. The staff members also run personal development groups and conduct workshops on various developmental topics. Students are encouraged to seek individual counseling when they are in need, and to participate in group sessions dealing with social development issues.

Career Services

To promote the process of achieving career objectives, the Office of Career Services offers both individual counseling and group workshops. Workshops address such issues as job search strategies, resume preparation, interview skills development, and the process of making the transition to "life after Lasell." The Office maintains a library of career development references, professional employment opportunities, and part-time job listings. All students are encouraged to begin the process of career development early in their undergraduate years.

Automobiles

All students may operate cars while they are at Lasell. Vehicles must be registered with the College's Department of Public Safety. Students are expected to abide by those rules governing student and guest vehicles on campus.

Drugs

Lasell College expects all of its constituents to comply with local, state and federal laws relating to the possession, use and/or distribution of drugs, including alcohol, when they are on College property or taking part in College activities. Students, faculty and staff should consult their respective *Handbooks* for specific policies.

FEES AND EXPENSES

General Policy and Payment Schedule

A student is charged tuition and fees on a semester-by-semester basis. These charges must be paid according to the terms outlined in the Lasell College Fee Schedule and Enrollment Policies which is sent to all deposited students in the spring. Payment for the fall semester is due on August 1st, and the spring semester payment is due on January 3rd. A 10 month payment plan is available for those who prefer to pay in monthly installments. Information on this plan is mailed to all deposited students and is also available in the Bursar's Office. Funds from outside sources (state grants, pell grants, loans and local scholarships) are applied to the student's account upon receipt of the funds from the awarding agency.

Fees for Academic Year September 2000-May 2001:

BASIC FEES	RESIDENT	COMMUTER
Tuition	$14,700	$14,700
Room & Board[1,2]	7,700	
Comprehensive Fee[3]	800	800
Residence Hall Damage/ Key Deposit[4]	200	
Health & Accident Insurance	699	699

*A late fee of 1 1/2% per month will be applied to any amount unpaid after the payment due date. A student whose account is delinquent will be denied the privileges of registration, attending classes, obtaining academic transcripts, using College facilities, or being admitted to graduation.

[1] Additional fee of $1000 for single room.

[2] Students residing in the "New Residence Hall" will be charged $400 in addition to the normal room and board fee. Students residing in triples in Woodland Hall will have a $200 reduction in their room charge. Students who change their status from resident to commuter at anytime during a semester will be responsible for the full room and board for the semester.

[3] Consolidates into one fee a number of items including orientation for new students, transfer credit evaluation, student activities, identification cards, field trip transportation, graduation fee, and use of the College Health Center.

[4] Covers damage costs to a student's room or residence hall above and beyond normal wear and tear. Any portion not used for damage costs will be refunded at the end of school year.

ADDITIONAL FEES	RESIDENT	COMMUTER
Allied Health Fees[5]	350/Yr	350/Yr
Summer Internships/Clinicals	490/CrHr**	490/CrHr**
Specific Course Fees:		
Fashion Design/Production[6]	300/Yr	300/Yr
Photography Lab	75/Sem	75/Sem
Visual Merchandising	50/Sem	50/Sem
Fashion Promotion	50/Sem	50/Sem
Auto Parking	200/Yr	100/Yr
10-Payment Plan	90/Yr	90/Yr
Late Registration	35	35
Extra Credits[7]	490/CrHr**	490/CrHr**
Break Housing[8]	100/Wk	—

*Sem = semester
**CrHr = credit hour

[5] Covers liability insurance and clinical fees for students in Athletic Training, Exercise Physiology, Health Science, PTA and OTA Programs.

[6] Students taking courses in the Fashion Design/Production area will be charged an annual fee to cover the basic costs of material related to clothing construction. This fee does not include the basic clothing construction kit that must be purchased from the college book-store and is a one-time cost except for replacement of specific items. Fashion Design courses taken by non-majors carry additional fees of $75 per course.

[7] Excess credit hour policy: Students are allowed to take without extra charge three (3) credit hours of instruction beyond their program requirements in a semester. Any classes taken over this amount must be approved by both the Vice President for Academic Affairs and the Bursar and will be charged $490 per credit hour for credits beyond the three credit hour allowance. Students participating in independent study arrangement or summer internships are subject to excess credit hour charges when applicable.

[8] Students should consult current Student Handbook for specific dates that apply to break housing periods; i.e., periods not included in the residential contract.

Other Fees and Expense Information

Tuition for part-time students is $490 per credit hour. Students taking 12 credit hours or more are regarded as "full-time" and are charged the full tuition rate. Students enrolled in internships, clinicals, or practicums over the summer will be charged according to the part-time or full-time tuition fees based upon the number of credit hours taken.

If two siblings attend Lasell concurrently, the tuition charge will be reduced by ten percent for one sibling.

No deduction from room and board fees is made for absence from meals while a student is in residence, or for students during their field work period. Students may arrange with Dining Services for a bag lunch.

Textbooks, stationery, and other supplies may be purchased at the college bookstore. Students should have sufficient funds to purchase books at the beginning of each semester.

Details about the Luncheon Program for commuter students may be obtained at registration time. Details about parking fees

will be found in the *Student Handbook* and in "Rules Governing Student and Guest Vehicles on Campus."

Refund Policy

Refunds on all charges including tuition, room and board, and mandatory fees will be prorated on a per diem basis based on the boarding calendar up to the 60% point in the semester. There are no refunds after the 60% point in the semester. No adjustments are made to the cost of student health insurance or books charged at the College Bookstore. Financial aid (including Title IV aid) is earned in a prorated manner on a per diem basis based on the boarding calendar up to the 60% point in the semester. Under federal regulations, if a student is due a refund as a result of the date of withdrawal, and the student received funds from or through federal sources, the first dollars of the refund will be returned to the federal aid program(s) involved, and then to any other program as stipulated in federal regulations. A refund due directly to the student (after refunding other aid) will be applied first to the student's unpaid charges.

General Policy

The Office of Student Financial Planning administers financial aid programs and provides financial counseling and planning to all students and parents. This office believes in providing families with information and guidance that will improve a family's ability to plan for the expenses of college. For students seeking financial aid in the form of grants, loans and work study, Lasell participates in all major federal and state programs as well as providing institutional sources for assistance.

Financial aid awards are based on need and are determined by the Office of Student Financial Planning. Decisions are made using the Free Application for Federal Student Aid (FAFSA), the Lasell College Financial Aid Application, federal income tax returns and other pertinent sources. The financial aid forms are available from the Student Financial Planning Office in Potter Hall or most high schools. Entering and returning students must complete the appropriate forms shortly after January 1st of the award year to maximize possibilities of receiving aid in September. Applications are required for each academic year.

Students transferring to Lasell in January from any college or university must submit a Financial Aid Transcript from the previously attended institution before aid can be awarded.

Financial Aid Process

A student applying for financial aid should take the following steps:

1. Obtain and complete a Free Application For Federal Student Aid form (FAFSA). Be sure to indicate that the information should be forwarded to Lasell College. Lasell's FAFSA code number is 002158. Students may complete the FAFSA online at http://www.fafsa.ed.gov
2. Obtain a copy of the Lasell College Financial Aid Application. Complete this form and send it to the Office of Student Financial Planning. Students may download a .pdf version of this document by following the directions on the Lasell College web page: http://www.lasell.edu/finplan.htm
3. Complete both forms as soon after January 1st as possible. Mail the FAFSA application to the address provided on that form (or submit it electronically, but be sure to print, sign and mail the signature page). Mail the Lasell application to:

Lasell College
Office of Student Financial Planning
1844 Commonwealth Avenue
Newton, MA 02466

4. You will receive a Student Aid Report (SAR) from the Department of Education. Check it for accuracy and submit any corrections to the Department of Education.
5. In the spring, you will receive a Financial Aid Award Letter outlining the financial aid you will receive for the upcoming academic year as well as indicating any other documents that are required, such as copies of federal tax returns, W-2 statements and other forms.
6. Returning students should be aware that they must submit signed copies of their federal tax returns and all W-2 statements before any financial aid award will be made.

Any personal financial changes arising during the year should be reported to and discussed with the Office of Student Financial Planning.

The College reserves the right to review, amend, modify or withdraw financial assistance at any time on the basis of information affecting eligibility including, but not limited to, availability of funds, awards of funds from other sources, changes in financial, marital, residence or academic status. Receipt of all assistance is contingent upon the student maintaining satisfactory academic progress as outlined in this catalog.

Sources of Financial Aid

Federal, State, and College Aid

It is the responsibility of the student to apply for financial assistance from Lasell and state and federal programs. The Office of Student Financial Planning stands ready to help the student with this process. A student applying for financial aid at Lasell is considered for the following programs:

Lasell College Grants: These grants from the College are available to students on the basis of need, and are administered by the Student Financial Planning Office.

Federal Pell Grant Program: The federal government administers these grants directly to students on the basis of need. The Free Application for Federal Student Aid form (FAFSA) is used as the Pell Grant Application. All financial aid recipients must apply for the Pell Grant.

Federal Supplemental Educational Opportunity Grants (SEOG): These grants from the federal government are available to students who demonstrate exceptional need. These awards are administered by Lasell's Financial Planning Office.

Federal Perkins Student Loan Program: These federal government loans are available to students on the basis of need, and are administered by the Student Financial Planning Office.

Federal Work Study: Students who receive work study are eligible to apply for a part-time job on campus for the academic year. The Student Financial Planning Office is available to assist students in this process.

State Scholarships: These scholarships are given out by a state to students in need of funds. The type and amount of these scholarships varies from state to state. Contact your home state's higher education office for information. Students must file financial aid forms before eligibility can be determined.

Federal Stafford Loan Program: These loans are available through local banks and lending institutions. Lasell College has arranged a preferred application process with Citizen's Bank. Interested students should contact the Student Financial Planning Office regarding eligibility and application procedures. Loan limit for first year students is $2625, $3500 for second year students, and $5500 for third and fourth year students (although third year students usually borrow $4500). Additional funds are available to independent students and to dependent students whose parents are declined a Federal Plus loan.

Alumni Association Scholarships: Awarded annually to returning students who have financial need and who have demonstrated their ability as scholars. Decisions are made by the Alumni Association's Scholarship Committee.

Lasell Scholarships

The scholarships listed below were created by alumni and friends of Lasell. The combined income from these funds supports existing financial aid awards, which are given on the basis of need. Students will automatically be considered for these awards when they apply for financial aid; therefore, there is no application process required for these particular scholarships. These scholarships are given at the discretion of the Office of Student Financial Planning.

Endowed Funds

Florence Adams Scholarship. Established by former trustee Lydia A. Godsoe '18 in honor of her mother. Preference given to "deserving students from the State of Maine."

The Joan Weiler Arnow '49 and Robert H. Arnow Scholarship. Established in 1995 to provide scholarship assistance to students who demonstrate academic achievement and civic responsibility. Demonstrated financial need is also a component. The income from this scholarship will ultimately provide for three scholarships annually; one per each returning class. Funds from this scholarship may be reassigned to the same student for up to three years if the student continues to exemplify the outstanding qualities upon which the original assignment was made.

Virginia Thomas Baxter '39 Endowed Scholarship. Established in 1997 to provide scholarship support for a worthy student with financial needs.

Max M. and Marian M. Farash Scholarship. Established in 1973 by Mr. and Mrs. Farash of Rochester, New York.

Elizabeth Groth Johnsen '45 Endowed Scholarship Fund. Established in 1997 by members of the Johnsen family to be awarded to a student in the Physical Therapist Assistant program or to a student in the School of Allied Health.

The Dr. and Mrs. Bernard Lederman Scholarship. Established by Nonie Lederman Carroll, Class of 1945. Awarded annually, this scholarship is named in honor of Dr. Bernard Lederman, and his wife, the former Maude Saks, well known as a primitive artist. This scholarship will be awarded to a student majoring in one of the helping professions whose career goal is to assist other people in a human services capacity.

Jean '49 and Cynthia '78 Sargent Lee Endowed Scholarship. Established by a mother and daughter alumnae team to provide funds to a deserving student with financial need.

The Mary McNamara '56 and Antoinette Ruinen '56 Fund for International Students or Studies. Established in 1996 to help foreign students to attend Lasell or for Lasell students to engage in foreign studies outside of the United States. The donor's primary intention is to encourage enduring friendships among students from different parts of our global village, as exemplified by the rich relationship enjoyed by these two Lasell roommates who became life-long friends.

Williams Morgan Scholarship. Established in 1973 by Mr. and Mrs. Douglas R.G. Williams (Sylvia T. Morgan, Class of 1930). Given annually on the basis of character and citizenship.

John O. and Celia Kinsley Percival '34 Endowed Scholarship. Established in 1999 by Celia Kinsley Percival '34 in memory of her husband, John O. Percival, and in honor of Celia's 65th Reunion. The income from this fund provides scholarship support for one or more worthy students with financial need.

Rosalie Brightman Rosen Scholarship. Endowed in honor of Rosalie Brightman Rosen, Class of 1927, a loyal alumna and valued Trustee. Candidates should combine academic achievement with a demonstrated commitment to the community.

Lucy Johnston Sypher Scholarship. This award was established in 1991 in memory of Lucy Johnston Sypher, professor emerita of English and an author of children's books. Funded by her family, the scholarship is awarded to a candidate who has demonstrated academic ability and financial need.

Molly E. Upham '35 Scholarship. Established in 1994 by Molly Upham, Class of 1935, to provide scholarship assistance to students who demonstrate academic achievement and leadership in the Lasell community. Demonstrated financial need is also a component. The income from this endowment will provide for three scholarships annually; one per each returning class. Funds from this scholarship may be reassigned to the same student for up to three years if the student continues to exemplify the outstanding qualities upon which the original assignment was made. Recipients of aid from this Fund will be known as Upham Scholars.

Joan Howe Weber '51 Endowed Scholarship. Established in 1996 in honor of her 45th Reunion. The income from this fund provides scholarship support for a worthy student with financial needs.

Harriet Markham Wedeman '48 Endowed Scholarship. Established in 1998 to aid a deserving student with financial need.

Other Scholarships

Charles E. Barry Scholarship. Former chairman of the Retailing Department.

Angeline C. Blaisdell Scholarship. Class of 1867, founder of the Lasell Alumnae Association.

Emma Gilbert Carver Scholarship. Given by the family of Emma Gilbert Carver, Class of 1945.

Dorothy Ballou Collier Scholarship. Created in 1991 in honor of Dorothy Ballou Collier, Class of 1924, this fund is awarded on the basis of financial need.

Henry Morton Dunham Scholarship. Given by the will of Henry M. Dunham, organist, conductor, and composer, who, as an instructor and later chairman, was associated with the Department of Music from 1897 to 1928.

Mabel Tower Eager Memorial Scholarship. Given by the family of Mabel Tower Eager, Class of 1888, who was a trustee of the College from 1933 to 1958.

Eleanor T. and Alfred C. Edwards Scholarship. Established in memory of the parents of alumna Gail Edwards Peacock, Class of 1967, honoring the long service of Mr. Edwards as trustee of the College.

Nellie J. Feagles Scholarship. Established in 1970 by Walter R. Kattelle in memory of his wife, Nellie J. Kattelle (Nellie J. Feagles, Class of 1897).

Celia Foss Scholarship. Established in 1984 by Celia Foss in honor of her classmates in the Class of 1934.

Sylvia Goodman Scholarship. Established by the College in 1989 in recognition of over 20 years of teaching service in the sciences. Awarded to a student who has demonstrated outstanding academic achievement in a helping profession.

Heeb Scholarship. An annual scholarship established in 1980 by the bequest of Lillian Douglass Heeb, Class of 1907.

Helen Carter Johnson Scholarship. Initiated in 1967 by Mrs. Ralph G. Johnson (Helen Carter, Class of 1907).

Claire Kay Memorial Scholarship. This award was created in 1997 in memory of Claire Kay, Director of Information Technology, to be awarded to a returning student who demonstrates strong character, love of learning, concern for the Lasell community, and pursuit of new endeavors.

Cornelia Hemingway Killam Scholarship Fund. Established by Caroline Killam Moller '57 in honor of her mother, a trustee of the College for 20 years and member of the Class of 1922. Designated for a student in the School of Allied Health.

Marjorie MacClymon Scholarship. In recognition of over 40 years of service to Lasell. Former Alumnae Secretary; member of the Class of 1932.

Norma MacLeod Scholarship. Established by the College in 1989 in recognition of her 24 years of service as a faculty member in the Nursing Program. Awarded to an outstanding student preparing for a career in the helping professions.

Sebastian F. Mignosa Scholarship. Established in 1988 by the colleagues and friends of Professor Mignosa who served Lasell from 1956 to 1987. Given to a deserving student in business.

Constance W. Milner Scholarship. Established in 1984 by the colleagues, friends, and former students of Constance W. Milner, upon her retirement as director of the Lasell Nursing Program.

Eileen Ruth Moses Scholarship. Established by the Student Nurses Association. Eileen R. Moses was a member of the Class of 1978.

Mary Goodwin Olmsted Scholarship. Established in 1968 by Mrs. Henry C. Olmsted (Mary E. Goodwin, Class of 1903).

Lillie Rose Potter Memorial. Given in memory of Lillie Rose Potter, Class of 1880, by alumnae and friends. Miss Potter served as preceptress and dean at Lasell from 1902 to 1935 and was dean emeritus from 1935 to 1952.

William E. Schrafft and Bertha E. Schrafft Memorial Scholarship. Preference is to be given to students in training for one of the health professions.

Richard A. Winslow Scholarship. In memory of Richard A. Winslow, a devoted and long-time trustee of Lasell (1948-1978). The recipient should demonstrate the qualities of love of learning, great personal strength of character, and devotion to duty as exemplified by Richard A. Winslow.

Priscilla Alden Wolfe Scholarship. Given by alumnae and friends in memory of Priscilla Alden Wolfe, Class of 1919. Mrs. Wolfe, elected to the board of trustees in 1948, was chairman at the time of her death in 1961.

THE LASELL PLAN OF EDUCATION: CONNECTED LEARNING

All of Lasell's degree-granting programs combine the liberal arts foundations essential to life-long learning with the professional arts courses necessary for career competency. These programs offer students practical experience through internships, practica, clinical affiliations and on-site training, all of which provide students with relevant hands-on learning experiences.

The Lasell Plan of Education is distinguished by a "connected" approach to student learning that includes recognition of each student as a unique individual. Taking into account elements that are known to promote learning, the College has designed a supportive and empowering environment that encourages each student to achieve their highest potential.

To begin with, individualized learning is assured at Lasell College through low student to faculty ratio. This creates a highly effective academic structure for a small four-year college. Academic advisers, through the results of an initial assessment of students' general education skills and ongoing consultation with the Learning Center and program faculty, are able to "connect" students with courses and services that provide them with opportunities for additional instructional support and success.

Lasell's academic support services—the Learning Center, the Computer Center, and the Library—are staffed by faculty to provide students with personal help. The College also offers opportunities for international exchange and study abroad, and internships in challenging settings for students who demonstrate high standards of achievement.

Central to the Lasell Plan of Education is the belief that students acquire and retain knowledge most effectively when classroom theory is reinforced by regular application under direct faculty supervision. Unlike colleges with traditional work-study programs, Lasell has set out to establish a still closer relationship between the academic setting and the work training experience. In addition to providing career-oriented internships with the help of corporate advisory boards, Lasell has created laboratory facilities on campus to connect classroom learning to an everyday work setting.

Lasell is known for the Edna Ellis Holway Child Study Centers where students majoring in Early Childhood Education work with experienced teachers and children ranging in age from three

months to five years. For our elementary education students, we have established a similar relationship with adjacent public schools. The College bookstore doubles as a Retail Management Training Center, run by a staff member with the assistance of a student board of directors. The Fashion Design/Production Center and Merchandising Laboratory/Display Window bring experts from more than a dozen major corporations to the campus to work with our Fashion/Retail Merchandising and Design/Production students. The three-bedroom Lasell Inn is managed by our Hotel and Travel students. Our Exercise Physiology, Occupational, and Physical Therapy Labs allow students to practice and master rehabilitative techniques as they learn them in class.

An interesting phenomenon resulted from the College's development of on-site laboratory facilities to foster students' connection of theory with practice; students wanted to continue to practice their newly acquired knowledge in other challenging settings. In response to students' eagerness to continue to expand the concept of "connected" learning, the College, students' and Professional Advisory Boards are working with faculty to develop opportunities to use off-campus facilities and sites in conjunction with on-site facilities.

Students experience connected learning through a combination of classwork and fieldwork. Volunteer work settings—whether a shelter for battered women, a food bank, a home for the handicapped or elderly—allow for personal involvement in basic human needs and social issues. Such experience known as "service" learning encourages students to become more active in the community and more successful in the classroom. The College's Center for Public Service, headed by a faculty member, enables faculty and students to craft unique service-learning projects that are directly related to students' interests and coursework.

Through an integrated curriculum, Lasell "connects" the fundamental aspects of general education with every course a student takes. Lasell's Core Curriculum seeks to develop creative and critical thinking skills, proficiency in written and oral communication, competency in the information technology fields of library research and computer applications, and effective problem solving and analytical skills in quantitative and research areas, along with sensitivities to cultural diversity and decision-making in ethical areas.

The Lasell Plan also extends beyond the academic program to student life, encouraging students to develop their self-esteem by paying particular attention to their social and emotional development. In addition, the size and composition of the College provide greater opportunities for leadership and achievement.

The goal of the Lasell Plan is to provide educationally sound, individually tailored opportunities for each student to "connect" with their own potential. Lasell College students graduate with enhanced confidence in their ability to learn and grow, with a clear and positive sense of who they are, and with a sense of what they want in order to live fulfilling lives.

LASELL COLLEGE CORE CURRICULUM

The Core Curriculum for Baccalaureate students of Lasell College provides our graduates with the academic experiences that are the hallmarks of an educated person. Communication skills, computer and information literacy skills, analytical skills, an appreciation of the ways in which knowledge is acquired and creativity is expressed, an understanding of the world and its people, and the capacity for life-long learning are all vital to a successful professional career and a rich, educated life.

Core Components

The core components are integrated throughout the curriculum, and the competencies spiral in complexity. The curriculum is designed to help our students master the basic skills during their first year. The requirements of each major are designed to ensure that students have the opportunity to reinforce, enhance, and develop these skills throughout their academic careers.

The Core Curriculum is designed to enable each graduate to meet the following competencies:

Communication Skills

General Writing

- Apply the writing process (prewriting, drafting, revising editing) to any writing situation.
- Analyze a writing assignment or problem in order to produce an appropriate response.
- Write a clear statement of purpose or thesis.
- Organize information so that a reader can understand it easily.
- Incorporate information from a variety of sources into writing and cite sources correctly.
- Edit and proofread in order to create finished drafts.

Writing for Professions

- Apply the writing process (prewriting, drafting, revising, editing) to professional writing situations.
- Write the types of documents required by his or her profession.
- Use the style and format required by his or her profession.

- Edit and proofread to create finished documents.
- Use appropriate computer technology.

Oral Communication

- Present ideas and information in formal and informal situations.
- Express ideas and information clearly.
- Use effective language that is appropriate for the task.

Computer Literacy

Computer Software Skills

- Create, format, edit, save and print word processing, database, and spreadsheet documents.
- Create and enhance charts.
- Query and maintain a database.
- Design a slide show using presentation software.
- Integrate software applications.
- Use problem solving and critical thinking skills to troubleshoot software issues.

Computer Hardware Skills

- Use problem solving and critical thinking skills to troubleshoot hardware issues.
- Select computer components necessary to build a personal computer system.

Communication Skills

- Send and receive e-mail and attachments.
- Navigate, search, and evaluate Internet sites.
- Use collaborative skills to create innovative solutions regarding software applications.
- Exhibit an understanding of presentation skills through the process of evaluating classroom presentations.

Lifelong Learning Skill

- Adapt learned computer literacy skills to future software applications.

Diversity

- Articulate personal values and beliefs related to issues of age, gender, race, ethnicity, culture, sexual orientation and disability.
- Engage in reflective discussion related to prejudice and discrimination.
- Examine policies and procedures that either enhance or limit understanding of diversity.

- Encourage social relationships to include individuals from diverse backgrounds.
- Challenge simplistic or stereotypical thinking.
- Develop an understanding of what shapes attitudes and beliefs.
- Comprehend the importance of social justice.

Health & Well-Being

- Identify strategies for personal health promotion and protection.
- Utilize a variety of approaches in coping with difficult situations.
- Describe the influences that physical fitness, nutrition and lifestyle management have on total well-being.
- Understand the influence of thoughts, attitudes and emotions on health and well-being.
- Implement strategies to achieve a healthy diet.
- Incorporate physical exercise into daily life.
- Recognize the importance of early intervention for addictive behaviors.
- Develop skills for conflict resolution.

Humanities

- Identify the ways in which people have expressed creative ideas in literature, visual arts, music and drama.
- Recognize the value of understanding the history, philosophy, and ethics of current civilizations and the influence of the past in shaping the present.
- Recognize the value of the diversity of languages, cultures, and beliefs.

Information Literacy

Construct strategies for locating information.

- Identify the information, question or problem.
- Consider and prioritize all possible sources of information.
- Determine most appropriate information sources.
- Develop search strategies for both print and electronic information sources.
- Apply Boolean operators to electronic searches.
- Understand the differences between keyword and subject searches.
- Evaluate information source.

Locate and access information.

- Use online sources (Internet and databases).
- Use non-electronic resources (interviews, printed matter: books, articles, brochures, reports etc.).

Evaluate and extract information.

- Critically evaluate the usefulness of the information retrieved.
- Quote and/or cite the extracted information from the source.
- Incorporate the information into a presentation and/or written work.

Mathematics

- Perform operations involving whole numbers, fractions, decimals and real numbers.
- Use mathematical language to define logical relationships.
- Translate realistic situations into their symbolic representations.
- Use abstract concepts and symbols to solve problems.
- Solve linear and quadratic equations.
- Graph and analyze first and second degree functions.
- Assess the validity of numerical arguments in order to make sound judgments as citizens and consumers.

Science

- Understand and interpret the natural and physical laws that define the world in which we live.
- Apply the scientific method as a model for critical thinking and objective analysis.
- Critically evaluate arguments relative to contemporary scientific issues and challenges.
- Connect relevant scientific issues to her/his personal and professional life.
- Apply the methods of scientific investigation and include scientific information as part of the process in making informed, rational decisions.

Social Science

- Recognize the different types of questions asked and types of research most commonly conducted in the social sciences.
- Recognize the difference between using anecdotal as compared to findings from planned systematic empirical study to answer questions concerning psychological and social issues.
- Know the meaning of basic statistical concepts such as the mean, median, mode, standard deviation, percentiles, and correlation coefficient as well as understand the relationship between samples and populations.

- Critically evaluate popular media claims about controversial social or psychological issues.
- Identify common sources of psychological and social stress.
- Recognize the interrelationship between individuals and cultures in shaping lives and social groups
- Recognize the impact of socio-economic status on people's lives.
- Identify major concepts and writers in the Social Sciences.
- Identify the institutions in a social system that affect individuals' lives.
- Understand the history and contemporary status of different American racial and ethnic populations.

CORE REQUIREMENTS

Lasell College's core requirements are flexible. Within the following guidelines, students may choose the courses that are most relevant to their individual interests, talents, and future goals.

In order to satisfy the core curriculum requirements, each student must successfully complete the following courses:

Writing I and Writing II	6
One Computer Literacy course	3
Two Mathematics courses	6
One course selected from Literature, Art History, Music or Drama	3
One course selected from History, Philosophy or Language	3
One Psychology or Sociology course	3
One Science course	3
Total credits	27

Each individual major addresses and reinforces the core competencies through an appropriate combination of courses and experiences. For details, refer to the requirements for the chosen major.

Academic Computing Center

The Academic Computing Center of Lasell College recognizes the importance of computer literacy, which is defined as the familiarity with computer hardware and software applications. Recognizing the constantly evolving nature of software designed for both personal and professional use, courses are designed to incorporate problem-solving and critical thinking skills to enable students to adapt learned computer literacy skills to future software applications.

In addition to offering courses, the Center supports Lasell College students from all majors by providing centrally located computers with tool software such as word processing, database, spreadsheet, desktop publishing, and multimedia applications. The Center also provides research and communication capabilities such as Internet and e-mail access, and supports faculty-sponsored software. All Lasell College students and faculty are provided with network usernames and e-mail accounts which can be accessed off campus over the Internet. Student lab assistants provide support services for students who use the four computer labs located on the ground floor of the Brennan Library. The computer labs are generally open seven days a week. Specific daily and holiday hours are listed on the Lasell College web page as well as the student Intranet.

The Learning Center

Lasell College recognizes the individuality of each student's learning style. Consequently, the Lasell Learning Center offers academic support services to assist students in building stronger foundation skills and in further developing their potential strengths and confidence. The standard Learning Center offerings include: help in developing solid study skills, techniques for writing, methods to improve reading comprehension and rate, assistance in mathematics, science, psychology and other academic subjects. Instruction is given on an individual basis that is applied directly to the student's specific course work. Students who are aware that they have a different learning style or other academic needs are strongly encouraged to seek the support and guidance of the specialists in the Center. The Center also conducts workshops and study groups throughout the academic year. The available hours for specific instructional support services are sent to all students in

the fall and spring and also appear on the student intranet. The Learning Center is located on the ground floor of the Brennan Library.

Library

The Brennan Library provides access to state-of-the-art information retrieval resources in an atmosphere conducive to research and study. Many electronic resources, including the Internet, are available through the Library's participation in the Minuteman Library Network. Library staff assist students in using these resources by providing both class instruction and individualized help. The Library is open approximately 87 hours per week and houses over 55,000 books and 500 periodicals.

Academic Supports

Students with low grade point averages or with insufficient credits for a semester will be reviewed by the Academic Review Committee at the end of each semester. This Committee may require or recommend that a student take advantage of one or more of the following options until they have improved their academic standing:

- Take a reduced course load
- Enroll in applied learning skills
- Select scheduled hours in the Learning Center
- Meet with their adviser on a weekly basis

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EDUCATION

The Education Department at Lasell College offers four areas of concentration: Daycare Administration, Early Childhood Education, Elementary Education, and Teacher of Children with Special Needs.

Each concentration promotes Lasell's "connected learning" approach to education through its supportive learning environment, its strong student-faculty relationships, and with professional internships. The course work is based on an Interdisciplinary Liberal Arts program integrated into a professional teacher preparation program.

Students in the Early Childhood Education, Elementary Education and Teacher of Children with Special Needs concentrations will need to progress through the following three-stage process. Each stage must be satisfactorily completed before progressing to the next stage.

Stage I

Students must demonstrate competence in communication skills with a grade of C or higher in ENG 101 Writing I and ENG 102 Writing II prior to the beginning of their fourth semester.

Stage II

Students must demonstrate potential for teaching children with a C or higher in all Education Courses. In addition students must pass the Lasell College Education Department Math Competency exam by the completion of their sophomore year.

Stage III

In order to enter their senior practicum, students must pass the Language and Literacy section of the Massachusetts State Teacher Test and have a cumulative GPA of 2.75.

Exceptions to any of the above requirements may be considered by the Chair of the Education Department and the Associate Dean of the School of Arts and Sciences.

Lasell's Core Components are integrated throughout the Education concentrations. Students will have the opportunity to meet nearly all of the competencies through course work. However, in order to meet the Health and Well-Being competencies, students will need to take Nurtrition For Living, A Healthy Lifestyle or Women's Health and Well-Being as a Science elective, or document that they meet the competency in other ways such as participation on a varsity team or in a dance program.

DAYCARE ADMINISTRATION

The Daycare Administration concentration focuses on the role of the teacher and director of programs for children birth to five years of age. The unique interdisciplinary curriculum combines early childhood courses and professional internship experiences with a business administration component of study. The Ella Ellis Holway Child Study Centers, including the Rockwell Nursery School and the Barn Daycare Center, are accredited by the National Association for the Education of Young Children (NAEYC). These two on-campus programs provide opportunities for students to gain practice in working with young children, birth to age five, under the supervision of Lasell faculty and staff. Students will also have the option of an off-campus placement in other children's centers.

Graduates of this major are qualified as teachers of infants, toddlers and pre-school children according to the requirements of the Massachusetts Office of Child Care Services. In addition, graduates have completed all course work for advancement to lead teacher and director in a daycare center or nursery school. Graduates receive a Bachelor of Arts degree in Human Development: The Psycho-Social Development of the Young Child.

Concentration Requirements		(47 credits)
ED 101	Child Development I	3
ED 102	Child Development II	3
ED 106	Orientation to Early Childhood Education	3
ED 202	Supervised Field Placement Seminar	2
ED 202L	Supervised Field Placement	4
ED 205	Curriculum for Young Children	4
ED 211	The Exceptional Child	3
ED 215	Early Literacy, Children's Literature and Language Arts	4
ED 311	Environments in Day Care	3
ED 321	The Special Needs Child in the Classroom	3
ED 325	Administrative Practicum	3
ED 411L	Daycare Leadership Internship	7
ED 411	Internship Seminar	2
ED 415	Daycare Program Administration	3

Liberal Arts Requirements		(48 credits)
ENG 101 & ENG 102	Writing I & Writing II	6
HIST 123	American Civilization I	3
PSYC 101	Introduction to Psychology	3
PSYC 225	Psychology of Adjustment	3
PSYC 312	Psychological Interventions with Children	3
SOC 101	Introduction to Sociology	3
SOC 214	Sociology of the Family	3
SOC 229/ ED 229	Multicultural Issues in Schools and Communities	3
SOC 301	Race and Ethnic Relations	3
SOC 304	Sociology of Education	3
Mathematics Electives		6
Science Electives		6
One Literature, Art History, Music or Drama Elective		3

Additional Requirements		(30 credits)
BUS 230	Small Business Management	3
BUS 304	Organizational Behavior	3
BUS 311	Human Resource Management	3
Computer Literacy Elective		3
Electives		18

Minimum Credits Required for Graduation	**125**

EARLY CHILDHOOD EDUCATION

The Early Childhood Education (Pre-K-3) concentration is an Interdisciplinary Liberal Arts major with an emphasis on Human Growth and Sociology and Psychology. This concentration prepares students for Massachusetts Department of Education requirements for Provisional Teacher Certification with Advanced Standing for children, pre-school through grade 3. Students may elect additional courses to meet the Office for Children requirements for pre-school children in Daycare settings.

Graduates receive a Bachelor of Arts degree in Human Development: The Psycho-Social Development of the Young Child.

Concentration Requirements		(53 credits)
ED 101	Child Development I	3
ED 102	Child Development II	3
ED 106	Orientation to Early Childhood Education	3
ED 205	Curriculum for Young Children	4
ED 211	The Exceptional Child	3
ED 215	Early Literacy, Children's Literature and Language Arts	4
ED 312	Science for Young Children	3
ED 313	The Teaching of Reading and Writing	3
ED 316	Classroom Field Experience/ Pre-practicum: E.C.E.	3
ED 321	The Special Needs Child in the Classroom I	3
ED 324	Health and Physical Education for ECE	3
ED 335	Mathematical Concepts for Young Children	3
ED 405	Practicum for N-3 and seminar	12
ED 418	Social Studies, Multiculturalism and Art	3

Liberal Arts Requirements		(48 credits)
ENG 101 & ENG 102	Writing I & Writing II	6
ENG 208	The Development of the English Language	3
HIST 123	American Civilization I	3
PSYC 101	Introduction to Psychology	3
PSYC 225	Psychology of Adjustment	3
PSYC 312	Psychological Interventions with Children	3
SOC 101	Introduction to Sociology	3
SOC 229/ ED 229	Multicultural Issues in Schools and Communities	3
SOC 301	Race and Ethnic Relations	3
SOC 304	Sociology of Education	3
Mathematics Electives		6
Science Electives		6
One Literature, Art History, Music or Drama Elective		3

Additional Requirements		(24 credits)	
PC 340	Computers in the Classroom		3
Computer Literacy Elective			3
Electives			18
Minimum Credits Required for Graduation			**125**

ELEMENTARY EDUCATION

The Elementary Education concentration requires an Interdisciplinary Liberal Arts Major in either English/History or Mathematics & Science (see page 72 or 78). The requirements for either of these majors can be integrated into this professional teacher preparation program.

This concentration prepares students for Massachusetts Department of Education requirements for Provisional Teacher Certification with Advanced Standing for children in grades 1-6. Students may elect additional courses to meet the Office for Children requirements for pre-school children in Daycare settings.

Graduates receive a Bachelor of Arts degree in Interdisciplinary Studies with a concentration in Elementary Education.

In addition to their IDS Major requirements, a candidate for an Elementary Teaching Certificate must complete the following requirements:

Concentration Requirements		(46 credits)
ED 101	Child Development I	3
ED 102	Child Development II	3
ED 203	Foundations of Education	3
ED 204	Children's Literature	3
ED 207	Curriculum Design and Assessment	3
ED 211	The Exceptional Child	3
ED 313	The Teaching of Reading and Writing	3
ED 314	Health and Physical Education for the Elementary School Child	3
ED 315	Classroom Field Experience/Pre-practicum: Elementary	3
ED 406	Practicum for 1-6 and seminar	12
ED 416	Mathematics and Science Concepts and Curriculum For the Elementary School Classroom	4
ED 418	Social Studies, Multiculturalism and Art	3

Additional Requirements		(6 credits)
ENG 208	The Development of the English Language	3
PC 340	Computers in the Classroom	3

NOTE: Credits required for graduation depend on choice of IDS major.

TEACHER OF STUDENTS WITH SPECIAL NEEDS

The Teacher of Students with Special Needs concentration is an Interdisciplinary Liberal Arts major with an emphasis on Human Growth - Sociology and Psychology. The Special Education Teacher (Pre-K-6) program prepares students for Massachusetts Department of Education requirements for Provisional Teacher Certification with Advanced Standing (reciprocal privileges with other states vary). Students may elect to concentrate in either early childhood or elementary curriculum. Students may elect additional courses to meet the Office for Children requirements for pre-school children in Daycare settings. Graduates receive a Bachelor of Arts degree in Human Development: The Psycho-Social Development of the Young Child.

Education Requirements		(37-38 credits)
ED 101	Child Development I	3
ED 102	Child Development II	3
ED 106 or ED 203	Orientation to Early Childhood Education or Foundations of Education	3
ED 205 or ED 207	Curriculum for Young Children or Curriculum Design and Assessment	3-4
ED 211	The Exceptional Child	3
ED 215	Early Literacy, Children's Literature and Language Arts	4
ED 312	Science for Young Children	3
ED 313	The Teaching of Reading and Writing	3
ED 317	Classroom Field Experience/ Pre-practicum: Special Ed.	3
ED 314 or ED 324	Health and Physical Education for the Elementary School Child or Health and Physical Education for ECE	3
ED 335 or ED 416	Mathematical Concepts for Young Children or Math and Science Concepts and Curriculum for the Elementary School Classroom	3
ED 418	Social Studies, Multiculturalism and Art	3

Special Education Requirements		(24 credits)
ED 321	The Special Needs Child in the Classroom I	3
ED 322	The Special Needs Child in the Classroom II	3
ED 323	Methods and Materials for the Special Educator	3
ED 333	Principles of Special Needs Assessment	3
ED 405	Practicum Special Needs and Seminar	12

Liberal Arts Requirements		(51 credits)
ENG 101 & ENG 102	Writing I & Writing II	6
ENG 208	The Development of the English Language	3
HIST 123	American Civilization I	3
PSYC 101	Introduction to Psychology	3
PSYC 225	Psychology of Adjustment	3
PSYC 310 or SOC 229	Adolescent Psychology or Multicultural Issues	3
PSYC 312	Psychological Interventions with Children	3
PSYC 345	Assessment of Individual Differences	3
SOC 101	Introduction to Sociology	3
SOC 301	Race and Ethnic Relations	3
SOC 304	Sociology of Education	3
Mathematics Electives		6
Science Electives		6
One Literature, Art History, Music or Drama Elective		3

Additional Requirements		(15 credits)
PC 340	Computers in the Classroom	3
Computer Literacy Elective		3
Electives		9

Minimum Credits Required for Graduation	**127**

JUSTICE STUDIES

CRIMINAL JUSTICE

The Criminal Justice major offers undergraduates course work that provides a thorough understanding of the criminal justice system and its interrelation with society. Students will prepare for careers in law enforcement, corrections, probation/parole, juvenile justice and others, or to enter graduate school.

Students will participate in a six-credit criminal justice internship and seminar in the fall of their senior year and will have the option of extending the internship through the spring semester. Individually tailored internships will include all aspects of law enforcement, corrections, juvenile justice, probation and parole as well as other areas of interest. These connected learning experiences will provide valuable opportunities to explore various aspects of a career in criminal justice and allow students to make valuable contacts in the field.

Justice Studies Requirements		(48 credits)
CJ 101	Introduction to Criminal Justice	3
CJ 102	Police & Society	3
CJ 201	Criminology	3
CJ 204	Criminal Law	3
CJ 302	Correctional Process	3
CJ 306	Juvenile Justice	3
CJ 304	Criminal Investigations	3
CJ 310	Criminal Procedure	3
CJ 312	The American Court System	3
CJ/LS 325	Evidence	3
CJ 401	CJ Internship and Seminar	6
CJ/LS/IDS 431	Justice Race and Gender	3
CJ 410	Criminal Justice Administration	3
CJ 415	Justice, Society and the Law	3
LS 101	Introduction to Legal Studies	3

Social Science Requirements		(33 credits)
POLS 101	Am Government and Political Order	3
POLS 102	Political Theory	3
POLS 201	State and Local Government	3
POLS 202	Issues in Contemporary Political Thought	3
POLS 301	Constitutional Law	3
PSYC 101	Introduction to Psychology	3
PSYC 212	Psychology of Life Span	3
SOC 101	Introduction to Sociology	3
SOC 221	Social Problems	3
SOC 301	Race and Ethnic Relations	3
SOC 330	Research Methods in Social Sciences	3

Additional Departmental and Core Requirements for Criminal Justice	(27 credits)	
COM 203	Effective Speaking	3
ENG 101 & ENG 102	Writing I & Writing II	6
HIST 204	Recent American History	3
MATH 208	Introduction to Statistics	3
BIO 110 or BIO 140 or BIO 142		3
One Computer Literacy Elective		3
One Literature, Art History, Music or Drama Elective		3
One Mathematics Elective		3
Electives	(18 credits)	
Minimum Credits Required for Graduation		**126**

LEGAL STUDIES/PRE-LAW

The Legal Studies major is an interdisciplinary liberal arts program, which provides an excellent background for students interested in pursuing professional careers within the legal system such as Legal Assistant, Legal Clerk, Legal Researcher, or careers in the court system, insurance industry, government, banking etc. It will also provide an excellent introduction to the study of law for students interested in entering law school.

All students will gain valuable work experience and references through participation in a four-credit internship during fall of their senior year. Students will also have the option of extending the internship through the Spring semester. Students will be individually placed in an internship related to their area of interest. Internship sites may include the courts system, law offices, government, corporate and non-profit agencies and many others.

Justice Studies Requirements	(36 credits)	
LS 101	Introduction to Legal Studies	3
LS 201	Legal Specialties	3
LS 202	Legal Research and Analysis	3
LS 301	Legal Writing & Reasoning	3
LS 302	Computers & the Law	3
LS 303	Family and Domestic Law	3
LS 304	Litigation Practice	3
LS 305	Comparative Law and Legal Systems	3
LS 306	Alternative Dispute Resolution	3
LS/CJ 325	Evidence	3
LS/CJ/IDS 431	Justice Race and Gender	3
LS 406	Justice, Society, and the Law	3

Social Science Requirements	(24 credits)	
POLS 101	American Government & Political Order	3
POLS 102	Political Theory	3
POLS 201	State and Local Government	3
POLS 202	Issues in Contemporary Political Thought	3
POLS 301	Constitutional Law	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
SOC 221	Social Problems	3

Additional Departmental and Core Requirements for Legal Studies/Pre-Law		(50 credits)
ENG 101 & ENG 102	Writing I & Writing II	6
HIST 123 & 124	American Civilization I & II	6
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
BIO 110 or BIO 140 or BIO 142		3
One Computer Literacy elective		3
One Literature, Art History, Music or Drama Elective		3
Foreign Language I & II		6
Three Justice Studies Electives		9
Two Mathematics Electives		6

Electives	(15 credits)

Minimum Credits Required for Graduation	**125**

LIBERAL ARTS/ INTERDISCIPLINARY STUDIES

The Liberal Arts major is designed to provide its graduates with a broad-based foundation in the Liberal Arts, with concentrated study in the interdisciplinary areas of English/History, Humanities, International Studies, Mathematics & Science, Public Policy, or Social Science. Consistent with the Lasell Plan of Education, the major provides students with opportunities for "connected learning." Within each of the concentrations, students will have ongoing opportunities through their coursework to connect the theoretical concepts discussed in the classroom with practical application in the real world, culminating in actual field experience in their senior year.

The curriculum has been structured to provide students with:

- an historical perspective on how civilizations evolve;
- an increased awareness of global perspectives through the study of other cultures;
- an understanding of the methods that have been used to study human behavior and explain the political, economic, and social life of groups and individuals;
- an appreciation of the complexity and richness of the human experience through the study of literature, art, or music; and,
- an understanding of the methods and ideas of mathematics and science that have been used to explain the world around us.

Entering students who wish to explore options before deciding on a concentration may take the Liberal Arts General major during their first two years. These students will choose a concentration at the end of their sophomore year.

To assist in course selection, the following definitions for the major apply:

The Humanities: Liberal Arts offerings in Art History, Communications, Drama, English, Foreign Language, History, Music, and Philosophy

The Social Sciences: Liberal Arts offerings in Anthropology, Communications, Economics, Geography, Political Science, Psychology, and Sociology

The Sciences and Mathematics: Liberal Arts offerings in Biology, Chemistry, Mathematics, Physics and General Science.

Lasell's Core Components are integrated throughout the IDS concentrations. Students will have the opportunity to meet nearly all of the core competencies through course work. However, in order to meet the Health and Well-Being competencies, students in

the English/History, Humanities, International Studies, and Social Science concentrations will need to take Nutrition for Living, A Healthy Lifestyle, or Women's Health and Well Being as a Science elective or document that they meet the compentencies in other ways such as participation on a varsity team or participation in a dance program.

Graduates receive a Bachelor of Arts degree in Interdisciplinary Studies.

Liberal Arts/Interdisciplinary Studies also offers opportunities for students in all majors to minor in Communications, English, History, and Mathematics.

LIBERAL ARTS - GENERAL

Required Courses		(45-49 credits)
ENG 101	Writing I	3
ENG 102	Writing II	3
HIST 103	World Civilization I	3
HIST 104	World Civilization II	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Computer Literacy Course		3
English Electives		6
Foreign Language I & II		6
Mathematics Elective		6-8
Science Electives		6-8
Electives		(15 credits)
Total		60-64

Students who take the Liberal Arts General major during their first two years will choose one of the following concentrations for the Bachelor's degree: English/History, Humanities, International Studies, Mathematics & Science, Public Policy or Social Sciences.

GENERAL STUDIES

General Studies is designed for those students who have not yet decided on their choice of a major. By offering a curriculum that exposes students to courses in the liberal arts and to a variety of the College's professional course offerings, students are assisted in the process of selecting a major. Within the first year, students participate in a very intensive career exploration process.

Beginning with a career exploration course within the first semester, students will receive ongoing, individualized consultations regarding their career interests, starting with an analysis of the Strong Campbell Interest Inventory. Exposure to multiple career options will occur through guest speakers, field trips, student research, and field observations. Students will be guided through the process of assembling their findings in order to assist in the advising process. The College has selected special faculty advisers to work with students in this program; i.e. advisers who are familiar with and committed to a variety of career fields and who are effective listeners.

With limited exceptions, students will be permitted to select courses from the College's academic departments. Certain majors, like those in the health fields, have additional admission and enrollment requirements; because of these Allied Health prerequisites, only those students officially admitted to these majors are permitted to enroll in courses within these majors. A listing of each of the participating majors along with designated electives is provided with the curriculum.

Typically, one of the concerns of students who delay declaring a major is that they may "fall behind." In attempting to address this concern, the College has attempted to design a curriculum that would most likely meet the generic requirements of most four-year majors. Clearly, the sooner a student can select a major, the more time there is to fit in the specific major requirements. If students have not transferred to another major by the end of their sophomore year, they must select one of the Interdisciplinary Concentrations: English/History, Humanities, International Studies, Mathematics & Science, Public Policy, or Social Sciences.

Required Courses		(54-58 credits)
ECON 201	Principles of Economics - Micro	3
ENG 101	Writing I	3
ENG 102	Writing II	3
ENG 204	Professional Communications	3
IDS 103	Art of Choosing a Career	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Computer Literacy Course		3
Humanities Electives		6
Mathematics Elective		6-8
Program Electives*		12
Science Electives		6-8
Electives		(6 credits)
Total		60-64

*Students may select electives from a wide variety of areas including Accounting, Business, Education, Fashion Design, Fashion Merchandising, Hotel, Travel and Tourism, Human Services, Liberal Arts, Marketing, Occupational Therapy, Psychology, and Sociology. These selections should be made in consultation with each student's advisor.

ENGLISH/HISTORY

The English/History Concentration is designed for students who wish to focus on the study of History, Literature, and Writing and the ways in which these disciplines are connected and related. Students will focus on English and History courses, but are encouraged to investigate other aspects of the Humanities. Students who are interested in becoming teachers may use their electives to take education courses. These students should choose electives in consultation with the Education Department.

Departmental and Core Requirements	(41-43 credits)	
ENG 101 & ENG 102	Writing I and Writing II	6
IDS 399*	Internship Seminar	1
IDS 400*	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Foreign Language I & II		6
Computer Literacy Elective		3
Mathematics Electives		6
Science Electives		6-8

Concentration Requirements	(42 credits)	
ENG 201	English Literature: Selected Themes and Writers	3
ENG 230	Themes in American Literature	3
ENG 340	Classics in World Literature	3
HIST 103 and HIST 104	World Civilization I & II	6
HIST 123 and HIST 124	American Civilization I & II	6
HIST 352	The Nature and Meaning of History	3
Additional English and/or History Electives**		18

Electives	(42 credits)

Minimum Credits Required for Graduation	**125**

* Students interested in pursuing Elementary Teacher certification may substitute ED 315 for IDS 399 and 400 with the permission of the chairs of Humanities and Education. These students may substitute POLS 101 American Government and the Political Order, GEO 220 World Geography, and ECON 201or ECON 202, Principles of Economics Micro or Macro for up to 9 credits of Concentration electives. These selections should be made in consultation with the Chair of the Education Department.

** At least 3 credits must be at the 300 level.

HUMANITIES

The Humanities Concentration is designed for students who wish to study the diverse ways in which people have communicated ideas about the arts and human relationships. Throughout this concentration, students explore the means by which individuals express concepts and examine the ways in which disciplines are connected and related.

English, History, Communications, Art History, Music, Drama, Philosophy, and Languages all provide components for study in the Humanities. Department requirements encourage students to explore many of these fields while Concentration Electives allow students to focus on areas of particular interest. During the senior year, students have the opportunity to apply course-work to a professional experience in an internship.

Departmental and Core Requirements		(47-51 credits)
ENG 101 & ENG 102	Writing I and Writing II	6
HIST 103 & 104	World Civilization I and II	6
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Computer Literacy Elective		3
Foreign Language I & II		6
Mathematics Electives		6-8
Science Electives		6-8

Concentration Requirements		(12 credits)
DRMA 101	Intro to the Arts of the Theatre	3
ENG 340	Classics of World Literature	3
HIST 332	The Third World Since WWII	3
PHIL 101	Introduction to Philosophy	3

At least one of the following courses:		(3 credits)
ARTH 103 or 104	Art History I or II	
MUS 101 or 102	Music Appreciation I or II	

Five additional courses from the following list. At least 3 different areas must be represented. (15 credits)

ARTH 361	Art History: A Woman's View
COM 101	Understanding the Mass Media
COM 103	Introduction to Human Communication
COM 203	Effective Speaking
COM 205	Media and Society
ENG 201	English Literature: Selected Themes & Writers
ENG 205	American Literature I
ENG 206	American Literature II
ENG 215	British Novel
ENG 217	Contemporary Literature
ENG 219	Creative Writing
ENG 224	Film and Literature
ENG 225	Short Story
ENG 230	Themes in American Literature
ENG/IDS 311	Special Topics in Literature
ENG 340	Classic of World Literature
HIST 123	History of American Civilization I
HIST 124	History of American Civilization II
HIST 204	Recent American History
HIST/IDS 231	Revolutions and Revolutionary Thought
HIST 321	Modern Japan: History and Culture
HIST 325	The Intellectual Origins of Western Civilization
HIST 330	Europe and the World in the Age of Expansion
MUS 101	Music Appreciation I
MUS 102	Music Appreciation II
MUS 201	Musical Comedy
MUS 203	Popular Music
PHIL 202	Aesthetics
PHIL 203	Existentialism
PHIL/IDS 204	Philosophies of Love
PHIL/IDS 352	Knowing and Reality: East and West
SCI/IDS 305	Revolutions in Science

Additional Humanities Electives (6 credits)

Additional English Electives (6 credits)

Additional Liberal Arts Electives (6 credits)

Additional Electives (30 credits)

Minimum Credits Required for Graduation **125**

Note: A minimum of 18 credits in of courses in IDS/Humanities must be taken at the 300 level and a minimum of 15 credits must be at the 200 level or higher.

The Humanities Department offers minors in Communications, English, and History to all students in Bachelor degree programs.

Communications Minor

The Communications Minor consists of five courses.

Students are required to take:

COM 101	Understanding Mass Media
COM 103	Introduction to Human Communication

Students must choose three of the following courses:

COM 203	Effective Speaking
COM 205	Media and Society
COM 209	Journalism
ENG 204	Professional Communication
ENG 219	Advanced Writing
PC 220	Internet Applications and Issues
PC 240	Desktop Publishing
PC 342	Adobe Photoshop.

English Minor

The English Minor consists of five courses beyond Writing I and Writing II. One course must be at the 300 level.

Students must choose one of the following courses:

ENG 201	English Literature: Selected Themes and Writers
ENG 230	Themes in American Literature
ENG 340	Classics in World Literature.

The remaining four courses may be selected from any 200 or 300 level English course or COM 209 Journalism.

History Minor

The History Minor consists of 5 courses.

Students must select **one** of the following sequences of courses:

HIST 103 & 104	World Civilization I & II
HIST 123 & 124	American Civilization I and II

Students are required to take:

HIST 352	The Nature and Meaning of History

Students must also select at least one course at the 300 level and another course at the 200 or 300 level.

INTERNATIONAL STUDIES

The International Studies Concentration is intended to offer its graduates a solid foundation in the liberal arts and business. Students will explore cultural differences through a variety of offerings in business, history, political science, foreign language, and electives.

All students participate in an internship during the first semester of their senior year. Typical placements for internships may be with businesses that have international offices or affiliations, government offices, or private organizations or foundations. Students may choose a full semester internship away from campus or a briefer, four-credit experience.

Departmental and Core Requirements		(50-52 credits)
ENG 101 and ENG 102	Writing I and Writing II	6
HIST 103 & 104	World Civilization I and II	6
IDS 211	Global Ecology	3
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
MATH 208	Introduction to Statistics	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Computer Literacy Elective		3
English Elective		3
Foreign Language I & II		6
Mathematics Elective		3-4
Science Elective		3-4

Concentration Requirements		(51 credits)
ACC 101	Financial Accounting	3
ACC 102	Managerial Accounting	3
ACC 231	Financial Management	3
ACC 306	International Accounting	3
ANTH 101	Cultural Anthropology	3
BUS 101	Introduction to Business	3
BUS 207	Marketing	3
BUS 315	International Business	3
BUS 325	Management Information Systems	3
ECON 201	Principles of Economics - Micro	3
ECON 202	Principles of Economics - Macro	3
ECON 301	International Trade & Finance	3
ENG 340	Classics of World Literature	3
HIST 332	Third World Since WWII	3
IDS 352	Knowing & Reality East & West	3
PHIL 106	World Religions	3
POLS 208	Con't Issues in International Relations	3

Additional Liberal Arts Electives	(3 credits)	
Additional Electives	(21 credits)	
Minimum Credits Required for Graduation		**125**

MATHEMATICS & SCIENCE

The Mathematics & Science Concentration provides a solid foundation in the Liberal Arts with a focus on developing the problem-solving and analytical skills so highly valued in today's society.

In many fields, professionals are required to make reasoned decisions, develop logical systems, explain phenomenon, and interpret the world around them. This concentration offers students the knowledge and expertise they will need as they pursue the many opportunities afforded by the study of Mathematics and Science. During the senior year, students have the opportunity to apply coursework to a professional experience in an internship.

Departmental and Core Requirements		(46 credits)
ENG 101 and ENG 102	Writing I and Writing II	6
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
MATH 205 & 206	Calculus I & II	8
MATH 208	Introduction to Statistics	3
SCI 302	Topics in Contemporary Science	3
Computer Literacy Elective		3
One Literature, Art History, Music or Drama Elective		3
Social Science Electives		6
HIST 103 and HIST 104 or HIST 123 and HIST 124	World Civilization I and II American Civilization I and II	6

At least two of the following sequences of courses:		(16 credits)
BIO 105 and BIO 106	Anatomy and Physiology I and II	8
CHEM 201 and CHEM 202	Physiological Chemistry I and II	8
PHYS 111 and PHYS 112	General Physics I and II	8

At least three of the following courses:	(9 credits)	
MATH 201	College Geometry	3
MATH 210	Mathematics Applied to Science	3
MATH 320	Differential Equations	3
MATH 325	Linear Algebra	3
MATH 330	Mathematical Modeling	3
At least two of the following courses:	(6 credits)	
BIO 210	Human Nutrition	3
CHEM 301	Human Biochemistry	3
SCI 211	Global Ecology	3
SCI 305	Revolutions in Science	3
SCI 340	Research Design and Methodology	3
Additional Electives*	(48 credits)	
Minimum Credits Required for Graduation		**125**

* Students interested in pursuing Elementary Teacher certification may substitute ED 315 for IDS 399 and IDS 400 with the permission of the Chair of Mathematics & Science and the Chair of Education.

Mathematics Minor

A minor in Mathematics is available to all students in Bachelor degree programs. It provides an opportunity to develop high-level mathematical skills in preparation for either graduate studies or a professional career.

The minor consists of six mathematics courses for a total of 20 credits.

Required courses:		
MATH 205	Calculus I	4
MATH 206	Calculus II	4
MATH 208	Introduction to Statistics	3
One of the following courses:		
MATH 201	College Geometry	3
MATH 210	Mathematics Applied to Science	3
MATH 212	Finite Mathematics	3
Two of the following courses:		
MATH 320	Differential Equations	3
MATH 325	Linear Algebra	3
MATH 330	Mathematical Modeling	3

To count toward the minor, each course must be passed with at least a C.

At least four of the mathematics courses must be taken at Lasell College.

PUBLIC POLICY

The Public Policy Concentration is intended to offer its graduates extensive training in social sciences, along with appropriate business offerings. Students will investigate the connections between policy and culture. They will also experience the intricacies involved in helping to create public policy.

All students participate in an internship during the first semester of their senior year. Typical placements may include government offices, social service agencies, and non-profit organizations.

Departmental and Core Requirements	(47-48 credits)	
ENG 101 and ENG 102	Writing I and Writing II	6
HIST 103 & 104	World Civilization I and II	6
IDS 211	Global Ecology	3
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
MATH 208	Introduction to Statistics	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
BIO 110 or BIO 140 or BIO 142		3
Computer Literacy Elective		3
Foreign Language I & II		6
Mathematics Elective		3-4

Concentration Requirements	(52 credits)	
POLS 101	American Government	3
SOC 214	Sociology of the Family	3
BUS 101	Introduction to Business	3
BUS 215	Legal Environment of Business	3
POLS 201	State and Local Government	3
SOC 221	Contemporary Social Issues	3
BUS 207	Marketing	3
PC 104	Practical Computer Application IV	1
SOC 227	Cross-Cultural Perspectives	3
BUS 311	Human Resource Management	3
SOC 330	Research Methods in Social Sciences	3
SOC 335	Social Policy	3
SOC 301	Race & Ethnic Relations	3
POLS 320	Policy Making & the Political Process	3
HIST 204	Recent American History	3
SOC 351	Psych & Soc Aspects of Aging	3
BUS 341	Nonprofit Management	3
PHIL 110	Ethics	3

Additional Liberal Arts Electives	(6 credits)	
Additional Electives	(20 credits)	
Minimum Credits Required for Graduation		**125**

SOCIAL SCIENCE

The Social Science Concentration is designed for students who wish to explore the diverse ways people's relationships to each other and to society have been studied. Throughout this concentration, there is an emphasis on how different disciplines view similar issues, and students examine ways in which disciplines are connected and related.

Psychology, Sociology, Economics, Political Science, Geography, and Anthropology all provide components for study in the Social Sciences. Departmental requirements encourage students to explore many of these fields while Concentration Electives allow students to focus on areas of particular interest. During the senior year, students will have the opportunity to apply course work to a professional experience in an internship.

Departmental and Core Requirements	(53-57 credits)	
ENG 101 and ENG 102	Writing I and Writing II	6
HIST 103 & 104	World Civilization I and II	6
IDS 399	Internship Seminar	1
IDS 400	Field Experience	4
IDS 420	Seminar in Interdisciplinary Studies	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
Computer Literacy Elective		3
English Electives		6
Foreign Language I & II		6
Mathematics Elective		6-8
Science Electives		6-8

Concentration Requirements	(15 credits)	
ECON 201 or ECON 202	Principles of Econ - Micro or Macro	3
POLS 101	American Government	3
PSYC 212	Psychology of Life Span	3
PSYC 330	Research Methods in Social Science	3
SOC 301	Race and Ethnic Relations	3

Five additional courses from the following list. At least 3 different areas must be represented. (15 credits)

ANTH 101	Introduction to Anthropology
ANTH 210	Folklore
COM 101	Understanding the Mass Media
ECON 201	Principles of Economics - Micro
ECON 202	Principles of Economics - Macro
ECON 250	Money and Banking
ECON 301	International Trade and Finance
POLS 108	Contemporary Issues in International Relations
POLS 202	Issues in Contemporary Political Thought
POLS 301	Constitutional Law
POLS 320	Policy Making and the Political Process
PSCY 210	Abnormal Psychology
PSYC 220	Social Psychology
PSYC 225	Psychology of Adjustment
PSYC 301	Addiction
PSYC 302	The Biological Basis of Behavior
PSYC 303	Psychology of Women
PSYC 317	Cross-Cultural Perspectives
PSYC 351	Aging in America
SCI/IDS 302	Topics in Contemporary Science
SOC 214	Sociology of the Family
SOC 221	Contemporary Social Issues: Social Problems
SOC 310	Sociological Theory
SOC 335	Social Policy

Additional Liberal Arts Electives (6 credits)

Additional Electives (36 credits)

Minimum Credits Required for Graduation **125**

Note: A minimum of 18 credits of courses in IDS/Social Science must be taken at the 300 level and a minimum of 15 credits must be at the 200 level or higher.

SOCIAL SCIENCES

The social sciences department offers courses in Anthropology, Economics, Political Science, Psychology, Sociology, and Human Services. Students may major in three of these areas; Human Services, Psychology, and Sociology. Lasell also offers a Psychology Minor. Social science courses are anchored in a Liberal Arts approach to education with the goal of developing students' critical thinking skills in dealing with social, psychological, and economic issues. All three majors provide a foundation in social science disciplines plus the opportunity to explore related careers through connected learning experiences built into the majors. The connected learning experiences and coordinated seminars help students develop the skills necessary to provide services for individuals, groups, organizations and communities. Students learn intervention techniques ranging from counseling skills to the implementation of action strategies designed to change social conditions. Lasell's social science major emphasizes humane and ethical practice through a curriculum designed to increase appreciation of the diversity of human experience and sensitivity to the dynamics of social oppression.

All three majors share the connected learning feature of the curriculum. In their first year, all students take an introductory course in human service theory and participate in at least one Service Project coordinated through the Center for Public Service. In their second year, students embark on their first internship, a one-semester internship in which they spend 150 hours in a community agency. A concurrent seminar provides the academic groundwork for this internship. Finally, in their senior year, students are engaged in a two-semester, 150 hours per semester, intensive internship placement, also accompanied by concurrent seminars each semester. These internships provide students with extensive knowledge about the actual conditions and settings where social science professionals work. Through these experiences and their academic course work, students are prepared to work in administration, education, public affairs, advocacy agencies, government agencies, child welfare settings, and human service agencies that meet needs of clients of all ages.

Human Services. Human Services emphasizes a dual perspective characterized by a blending of psychological and sociological approaches. Students take extensive course work in psychology and sociology as well as an introduction to economics. If they wish, they can choose electives to comprise a Human Development Specialty within the major. The specialty elective requirements are described below. The major offers students the opportunity to build a career working to improve the lives of people experiencing a wide

variety of developmental, emotional, and social problems. Human Service Providers are employed as case managers, resource specialists, residential counselors, out-reach workers, activity planners, advocates, and community organizers. Besides preparing students for a variety of professional positions upon graduation, students are also prepared to continue their education in graduate degree programs such as Masters in Social Work, Masters programs in Counseling, or in Human Services Management. Human Services graduates receive a Bachelor of Science degree.

Psychology. Psychology teaches students how contemporary psychologists study human behavior, feelings, and thought. Students learn about how functional and dysfunctional behavior patterns develop, and they learn how individuals' experiences in the world are transformed through biological and neurological processes to produce psychological experiences and behavior. Because every psychology major selects courses to focus on a Human Development specialty, psychology students become knowledgeable about how individuals shape their lives in the settings they inhabit. The combination of academic and applied courses in the major prepares the student to seek employment in a wide variety of positions, such as counselor, personnel interviewer, case aide, market researcher, test administrator, research assistant, or rehabilitation worker. A graduate degree is a prerequisite for secondary school and college teaching, for directing research, or for working as a psychotherapist. The undergraduate psychology major prepares the capable student for graduate programs in areas such as guidance, counseling, organizational psychology, social work, hospital administration, public health and the criminal justice system. Psychology majors receive a Bachelor of Science degree in Psychology.

Sociology. Sociology teaches students to analyze how structures in modern society function. The major in sociology prepares students to address the development, operation, breakdown and rebuilding of societal entities such the family, governmental bodies, social service and health systems, and educational institutions. Courses that focus on culture, race and ethnicity, and social policy provide a theoretical basis for this study. Sociology majors may select electives to focus around one of the Human Development Specialties described below. Students selecting this major do so with a commitment to learning how to develop a more just and equitable society. They often express interest in social justice issues such as diversity, welfare, child protection, gender-related violence and environmental concerns. The skills emphasized in the major are essential to the maintenance of social services including community development, political organizing, volunteer management, advocacy, fund raising, small group facilitation and educational pro-

gramming. Related fields include social work, politics, public service, law and news reporting. Sociology graduates can pursue graduate work in Masters of Social Work programs, Masters programs in sociology or management or enter law school. Graduates receive a Bachelor of Arts degree in Sociology.

Human Development Specialties

Psychology majors must select five courses from the following specialty options in Human Development. Human Services and Sociology majors have the option to specialize. At least one of the student's two internship placements must be focused on the chosen area of specialization. Only one course from the student's major requirements may count as a specialty elective.

Lifespan Studies

Required course: Psychology of the Lifespan

The General Developmental Program provides students with a broad base of courses from all stages of human development. At least one course from each of the three specialty options, for a total of five courses are required to fulfill this option.

Adolescent Studies

Required course: Psychology of Adolescence

Four courses from the following: Child Development I; Child Development II; Human Sexuality; Biological Basis of Behavior; Behavior Change; Psychology of Personality; Juvenile Justice; Cognitive Processes; Social Psychology; Psychology of Adjustment; Addiction; Sociology of Education; Psychology of the Lifespan.

Children's Studies

Required courses: Child Development I and Child Development II

Three courses from the following: Exceptional Child; Cognitive Processes; Child at Risk; Psychology of Adjustment; Behavior Change; Psychology of Adolescence; Sociology of Education; Psychological Interventions with Children.

Women's Studies

Required courses: Introduction to Women's Studies and Psychology of Women

Three courses from the following: History of Women; Social Psychology; Addiction; Human Sexuality; Women's Roles in Contemporary Society; Women's Health and Well-Being; Aging in America; Selected Topics on Women's Issues; Seminar: Dimensions of Women's Lives in the Twenty-First Century.

HUMAN SERVICES

Human Services prepares the student to embark on a career working with people in social service settings. After introductory courses in psychology, sociology, and human services, students take several courses which draw on the "the dual perspective" in which there is a blending of psychological and sociological approaches. Students learn about how small groups operate, the roles of community and family, contemporary social problems, how social policy is formulated, and the impact of economics. In research courses they are introduced to the type of research methods important in social service settings. Finally through the connected learning experiences provided by three semesters of internships, students have the opportunity of applying their knowledge in intensive work in social service settings.

Candidates for the baccalaureate degree must complete the major requirements listed below:

They must pass either PSYC 101 or SOC 101 with a grade of C or above, and they must receive a grade of C or above in HS 101, the three internship courses and in the three seminars that coordinate with the internships. They must also maintain a GPA of 2.0 or above in all other required Social Science courses. Courses marked by the same superscript must be taken concurrently.[1,2,3]

Human Services Requirements		(24 credits)
HS 101	Introduction to Human Services	3
HS 215	Foundation Internship[1]	3
HS 217	Foundation Seminar: Theory & Practice[1]	3
HS 318	Case Management and Counseling Skills	3
HS 415	Advanced Internship I[2]	3
HS 417	Advanced Seminar: Intervention Strategies[2]	3
HS 425	Advanced Internship II[3]	3
HS 427	Advanced Seminar: Integration & Application[3]	3

Sociology Requirements		(21 credits)
SOC 101	Introduction to Sociology	3
SOC 214	Sociology of the Family	3
SOC 221	Contemporary Social Issues: Social Problems	3
SOC 301	Race and Ethnic Relations	3
SOC 330	Research Methods in the Social Sciences	3
SOC 332	Community and Organizational Change	3
SOC 335	Social Policy	3

Psychology Requirements		(18 credits)	
PSYC 101	Introduction to Psychology		3
PSYC 210	Abnormal Psychology		3
PSYC 218	Dynamics of Small Groups		3
PSYC 225	Psychology of Adjustment		3
PSYC 305	Psychology of Personality		3
PSYC 317	Cross Cultural Perspectives		3

Additional Departmental and Core Requirements		(34 credits)	
BIO201& BIO 201L	Human Biology		4
ECON 202	Principles of Economics - Macro		3
ENG 101	Writing I		3
ENG 102	Writing II		3
HIST 124	American Civilization II		3
MATH 208	Introduction to Statistics		3
Computer Literacy Elective			3
Foreign Language I and II*			6
Mathematics Elective			3
One Literature, Art History, Music or Drama Elective			3

Electives	(28 credits)

Minimum Credits Required for Graduation	**125**

Human Services majors have the option to choose a Human Development Specialty. At least one internship should focus on the specialty.

Many of the courses taken by social sciences majors fulfill the objectives listed under the Health and Well-Being section of the Lasell Core Curriculum. Students may also demonstrate their achievement of these competencies by supplying, to their major advisor, documentation of non-classroom activities that accomplish the listed objectives.

*Students must complete one full year of the same foreign language. Students who are fluent and literate in a foreign language may petition the Department Chair to waive this requirement.

PSYCHOLOGY

Psychology introduces students to the study of human emotion, mental processes, and behavior. Courses in the major explore topics such as thinking and consciousness, the biological basis of behavior, human development, psychopathology, personality formation, and the role of assessment. Through their courses students develop an understanding of the type of questions psychologists ask and the empirical methods they adopt to develop knowledge. Research and statistics courses familiarize students with basic concepts in experimental design and analysis. Required courses in sociology and biology allow students to relate psychological approaches to other social and natural sciences. Finally, through the connected learning experience provided by 3 semesters of internship, students have the opportunity to apply their classroom knowledge as they work with individuals, groups, and organizations.

Candidates for the baccalaureate degree must complete the major requirements listed below. Psychology majors must pass PSYC 101 with a grade of C or above, and receive a grade of C or above in HS 101, their internship courses and corresponding seminars. They must also maintain a GPA of 2.0 or above in all other required Social Science courses.

Courses marked by the same superscript must be taken concurrently.[1, 2, 3]

Psychology Requirements		(27 credits)
PSYC 101	Introduction to Psychology	3
PSYC 210	Abnormal Psychology	3
PSYC 212	Lifespan Psychology	3
PSYC 302	Biological Basis of Behavior	3
PSYC 305	Psychology of Personality	3
PSYC 317	Cross Cultural Perspectives	3
PSYC 328	Cognitive Processes	3
PSYC 330	Research Methods	3
PSYC 345	Assessment of Individual Differences	3

Social Science Requirements		(15 credits)
HS 101	Introduction to Human Services	3
HS 318	Case Management and Counseling Skills	3
SOC 101	Introduction to Sociology	3
SOC 301	Race and Ethnic Relations	3
SOC 332	Community and Organizational Change	3

Internship & Seminar Requirements	(18 credits)	
HS 215	Foundation Internship[1]	3
HS 217	Foundation Seminar: Theory & Practice[1]	3
HS 415	Advanced Internship I[2]	3
HS 417	Advanced Seminar: Intervention Strategies[2]	3
HS 425	Advanced Internship II[3]	3
HS 427	Advanced Seminar: Integration & Application[3]	3
Additional Departmental and Core Requirements	(34 credits)	
BIO 201 & BIO 201L	Human Biology	4
ENG 101	Writing I	3
ENG 102	Writing II	3
HIST 123	American Civilization I	3
HIST 124	American Civilization II	3
MATH 208	Introduction to Statistics	3
Computer Literacy Elective		3
Foreign Language I and II*		6
Mathematics Elective		3
One Literature, Art History, Music or Drama Elective		3
Human Development Specialty Focus**	(12 credits)	
Electives	(19 credits)	
Minimum Credits Required for Graduation		**125**

Many of the courses taken by social sciences majors fulfill the objectives listed under the Health and Well-Being section of the Lasell Core Curriculum. Students may also demonstrate their achievement of these competencies by supplying, to their major advisor, documentation of non-classroom activities that accomplish the listed objectives.

* Students must complete one full year of the same foreign language. Students who are fluent and literate in a foreign language may petition the Department Chair to waive this requirement.

** Psychology majors must select a Human Development Specialty focus. At least one internship should focus on the specialty.

Minor in Psychology

A minor in Psychology is available to all non-Social Science students in Bachelor degree programs. The minor consists of five psychology courses plus Math 208, Introduction to Statistics, resulting in a total of 18 credits, with 15 of them being from psychology courses.

The five psychology courses are to be distributed as follows:

- Two required courses: Psychology 101, Introduction to Psychology; and Psychology 212, Lifespan Psychology.
- One course chosen from the following list: Psychology 210 (Abnormal), Psychology 220 (Social Psychology), Psychology 305 (Personality), Psychology 328 (Cognitive Processes), Psychology 302 (Biological Basis of Behavior), Psychology 330 (Research Methods), or Psychology 345 (Assessment).
- Two elective courses to be selected from any 200 level or above Psychology course given by the Social Sciences department or from interdisciplinary courses which are cross-listed with psychology.
- Students who are considering graduate work in psychology are strongly urged to take Research Methods, Psychology 330.

To count towards the minor, Math 208 and the five psychology courses must each be passed with at least a C-. Additionally, students must maintain a 2.0 average in the five psychology courses.

At least three of the psychology courses must be taken at Lasell College.

SOCIOLOGY

Sociology teaches students to use analytical skills to understand the social structures of societies, organizations and groups. Through a wide variety of courses, students learn how social systems and social forces shape individuals and groups. Other required social science courses help students relate sociological approaches to political science, psychology and cross-cultural studies. Statistics and research courses acquaint them with the use of data sets, surveys, and other methodologies, helping them to understand how sociological questions are studied. Through the connected learning experiences provided by three semesters of internship, students are able to apply their classroom knowledge by working in the type of settings, such as child welfare agencies, juvenile justice settings, research, and advocacy, where sociologists engage in professional activities.

Candidates for the baccalaureate degree must complete the requirements listed below. Sociology majors must pass SOC 101 with a grade of C or above, and receive a grade of C or above in HS 101, their internship courses and corresponding seminars. They must also maintain a GPA of 2.0 or above in all other required Social Science courses.

Courses marked by the same superscript must be taken concurrently.[1, 2, 3]

Sociology Requirements		(27 credits)
SOC 101	Introduction to Sociology	3
SOC 214	Sociology of the Family	3
SOC 221	Contemporary Social Issues: Social Problems	3
SOC 301	Race and Ethnic Relations	3
SOC 310	Sociological Theories	3
SOC 330	Research Methods in the Social Sciences	3
SOC 332	Community and Organizational Change	3
SOC 335	Social Policy	3
SOC 341	Women's Roles in Contemporary Society	3

Social Science Requirements		(21 credits)
ANTH 101	Principles of Cultural Anthropology	3
ECON 202	Principles of Economics - Macro	3
HS 101	Introduction to Human Services	3
POLS 101	American Government and the Political Order	3
PSYC 101	Introduction to Psychology	3
PSYC 218	Dynamics of Small Groups	3
PSYC 317	Cross Cultural Perspectives	3

Internship & Seminar Requirements		(18 credits)
HS 215	Foundation Internship[1]	3
HS 217	Foundation Seminar: Theory & Practice[1]	3
HS 415	Advanced Internship I[2]	3
HS 417	Advanced Seminar: Intervention Strategies[2]	3
HS 425	Advanced Internship II[3]	3
HS 427	Advanced Seminar: Integration & Application[3]	3

Additional Departmental and Core Requirements		(33 credits)
ENG 101	Writing I	3
ENG 102	Writing II	3
HIST 123	American Civilization I	3
HIST 124	American Civilization II	3
MATH 208	Introduction to Statistics	3
Computer Literacy Elective		3
Foreign Language I and II*		6
Mathematics Elective		3
Science Elective		3
One Literature, Art History, Music or Drama Elective		3

Electives	(26 credits)

Minimum Credits Required for Graduation	**125**

Sociology majors have the option of selecting a Human Development Specialty. At least one internship should focus on the specialty.

Many of the courses taken by social sciences majors fulfill the objectives listed under the Health and Well-Being section of the Lasell Core Curriculum. Students may also demonstrate their achievement of these competencies by supplying, to their major advisor, documentation of non-classroom activities that accomplish the listed objectives.

* Students must complete one full year of the same foreign language. Students who are fluent and literate in a foreign language may petition the Department Chair to waive this requirement.

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BUSINESS

The Lasell College Business Department offers business education of a high quality. The department, because it exists within an organized, strong, traditional liberal arts four year coed college of long standing, recognizes the necessity for interweaving the requirements for career preparation with equally important readiness for responsible citizenship as an educated person within one's community. These both become areas of emphasis on this campus, where support for the business student is provided in acquisition of required skills and knowledge to gain entry-level positions in the business field of one's choosing. At the same time acquisition of ethical and social values beneficial not only to one's employer, but to the greater society as well, are part of what happens here.

The skills we offer in our carefully crafted curriculum are currently marketable upon graduation, but beyond those that are contemporary and state of the art are included fundamental basic knowledge requirements for the business person. As an example, even though we feel familiarity with the latest computer technology and advertising approaches currently in use to be vital for the student to know of, at the same time we recognize that the study of traditional management principles and accounting practices to be absolute requirements for success.

Our faculty is drawn from full-time academicians, each of whom has had heavy personal experience in business, and from part-time faculty, practitioners in their fields, who come to us to share their expertise with students and who bring the benefit of contemporary involvement in their specialty. Examples of those specialties are accounting, business law, financial management, sales, and advertising. Faculty from either source, full-time or part-time, share a dedication to teaching effectively in the classroom as well as a personal interest in seeing young people prepare effectively for careers in business.

Our students all go on required internship assignments in the spring semester of their senior year, and for which participate in a preparatory seminar course in the preceding fall to identify appropriate off-campus employers with which they would like to associate. There are field-trips to business-related sites: in the past year the Boston Stock Exchange, Polaroid Corporation, and The Boston Globe Career Fair for College Seniors were among those destinations.

Concentrations within the Business major include:

- Accounting
- Business Administration
- Finance
- Health Care Administration
- International Business
- Management Information Systems
- Marketing
- Nonprofit Management

ACCOUNTING

The Accounting major offers students a strong background in specialized accounting skills and exposure to the world of business in general. Students develop an in-depth understanding of the various components of business organizations and the role of accounting within them.

In the first two years of the curriculum, the emphasis is on practical accounting work such as the maintenance of financial records for a variety of business concerns, the preparation of federal tax returns for individuals and corporations, and the analysis and interpretation of financial statements. Junior and senior year courses combine a more comprehensive study of business practices with a professional internship experience.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in accounting.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Accounting Concentration Requirements		(27 credits)
ACC 201 & ACC 202	Intermediate Accounting I & II	6
ACC 228	Federal Income Taxation	3
ACC 301	Cost Accounting	3
ACC 302	Auditing	3
ACC 303	Advanced Accounting	3
BUS 311	Human Resource Management	3
BUS 343	Financial Statement Analysis	3
Computer Literacy Course Elective		3

Liberal Arts Requirements		(49 credits)	
ECON 201 & ECON 202	Economics - Micro and Macro		6
ENG 101 & ENG 102	Writing I & II		6
ENG 204	Professional Communications		3
MATH 205	Calculus I		4
MATH 208	Introduction to Statistics		3
BIO 110 or BIO 140 or BIO 142			3
One Literature, Art History, Music or Drama Elective			3
One History, Philosophy or Language Elective			3
One Psychology or Sociology Course			3
Liberal Arts Electives			15
Electives		(12 credits)	
Minimum Credits Required for Graduation			**127**

BUSINESS ADMINISTRATION

The Business Administration major provides students with many options.

The first two years of study combine courses in liberal arts and business and provide students with opportunities to learn about specific disciplines and industries within business. These courses prepare students to begin a variety of careers within business or to pursue advanced study of specialized majors in business. Junior and senior year courses combine a more comprehensive study of business practices with a professional internship experience.

Graduates receive a Bachelor of Science degree in Business Administration.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Business Administration Concentration Requirements		(9 credits)
BUS 311	Human Resource Management	3
BUS 405	Marketing Management	3
Computer Literacy Elective		3

Liberal Arts and Core Requirements	(49 credits)	
ECON 201 & ECON 202	Economics - Micro and Macro	6
ENG 101 & ENG 102	Writing I & II	6
ENG 204	Professional Communications	3
MATH 205	Calculus I	4
MATH 208	Introduction to Statistics	3
BIO 110 or BIO 140 or BIO 142		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
One Psychology or Sociology Course		3
Liberal Arts Electives		15
Electives	(30 credits)	
Minimum Credits Required for Graduation		**127**

FINANCE

Finance is the study of the assets of corporations and/or individuals. This course examines how these assets are acquired and financed. Students will acquire a solid background in financial principles and practices which enables them to interact with a full range of business professionals. Areas of study include financial instruments, institutions, and markets associated with business. Finance students develop a wide array of analytical skills, attain a thorough understanding of the finance function in various organizations, and sharpen their awareness of how financial institutions and markets function in a global environment.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in Finance.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Finance Concentration Requirements		(21 credits)
ACC 228	Federal Taxation	3
BUS 235	Personal Finance	3
BUS 311	Human Resource Management	3
BUS 313	Investments	3
BUS 314	Risk Management & Insurance	3
BUS 352	Trust and Estate Planning	3
BUS 354	Money and Capital Markets	3
Computer Literacy Elective		3

Liberal Arts Requirements		(49 credits)
ECON 201 & ECON 202	Economics - Micro and Macro	6
ECON 250	Money and Banking	3
ECON 301	International Trade and Finance	3
ENG 101 & ENG 102	Writing I & II	6
ENG 204	Professional Communications	3
MATH 205	Calculus I	4
MATH 208	Introduction to Statistics	3
BIO 110 or BIO 140 or BIO 142		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
One Psychology or Sociology Course		3
Liberal Arts Electives		9

Electives	(18 credits)

Minimum Credits Required for Graduation	**127**

HEALTH CARE ADMINISTRATION

The Health Care Administration concentration prepares professional health administrators to assume responsible, entry-level positions in direct service and support organizations in the health care industry. In addition, the major is designed to prepare students for graduate or additional study in health care administration or related fields.

The major combines internship opportunities with a strong preparation in business skills, general education and pertinent dimensions of the health care industry.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in Health Care Administration.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Health Care Administration Concentration Requirements (18 credits)

BUS 301	Health Care Organization & Administration	3
BUS 302	Managing U.S. Health Care System	3
BUS 311	Human Resource Management	3
BUS 347	Planning & Marketing Health Care Services	3
HSA 202	Overview of Health Care Industry	3
Computer Literacy Elective		3

Liberal Arts Requirements		(50 credits)
BIO 201 & BIO 201L	Human Biology	4
COM 203	Effective Speaking	3
ECON 201 & ECON 202	Economics - Micro and Macro	6
ECON 330	Economics of Health Services	3
ENG 101 & ENG 102	Writing I & II	6
ENG 204	Professional Communications	3
MATH 205	Calculus I	4
MATH 208	Introduction to Statistics	3
BIO 110 or BIO 140 or BIO 142		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
One Psychology or Sociology Course		3
Liberal Arts Electives		6
Electives		(18 credits)
Minimum Credits Required for Graduation		**125**

INTERNATIONAL BUSINESS

International Business is the field of study that focuses on business activities that cross national boundaries. It includes exports and imports, traditional international trade discussions, and direct foreign investment. International banking, transfer of technology, exchange rates, international law, and global business strategies will be explored.

Students will become well-versed in international relations and policy. Many cultural differences will be examined and intercultural business agreements established. Problems facing decision makers in the international environment and their effects on domestic businesses will be detailed.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in International Business.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

International Business Concentration Requirements		(12 credits)
BUS 311	Human Resource Management	3
BUS 315	International Business	3
BUS 345	Global Marketing	3
Computer Literacy Elective		3

Liberal Arts Requirements		(49 credits)	
ECON 201 & ECON 202	Economics - Micro and Macro		6
ECON 301	International Trade & Finance		3
ENG 101 & ENG 102	Writing I & II		6
ENG 204	Professional Communications		3
HIST 104	World Civilization Since 1500		3
MATH 205	Calculus I		4
MATH 208	Introduction to Statistics		3
BIO 110 or BIO 140 or BIO 142			3
Foreign Language I and II			6
One Psychology or Sociology Course			3
Liberal Arts Electives			9
Electives		(27 credits)	
Minimum Credits Required for Graduation			**127**

MANAGEMENT INFORMATION SYSTEMS

Information technology is transforming all aspects of business. Even greater changes are occurring as computer, communications, and network technologies are joining forces to create an exciting new world of shared information and ideas. Students who concentrate in MIS acquire the background needed to take a leading role in this innovative field. This concentration includes the planning, design, implementation, modification, and use of today's computer-based information and network systems. MIS offers career opportunities in many types of organizations including international, manufacturing, medical, service institutions, and financial firms.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in Management Information Systems.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Management Information Systems Concentration Requirements		(30 credits)
MIS 201	Computer and Information Structures	3
MIS 320	Object Oriented Programming I	3
MIS 321	Object Oriented Programming II	3
MIS 330	Programming in C++	3
MIS 440	Operating System Technology	3
MIS 460	Analysis, Modeling, and Design	3
BUS 110	Business through Information Technology	3
BUS 311	Human Resources Management	3
BUS 343	Financial Statement Analysis	3
Computer Literacy Elective		3

Liberal Arts Requirements		(50 credits)
ECON 201 & ECON 202	Economics - Micro and Macro	6
ENG 101 & ENG 102	Writing I & II	6
ENG 204	Professional Communications	3
MATH 205 & 206	Calculus I & II	8
MATH 208	Introduction to Statistics	3
MATH 212	Finite Mathematics	3
BIO 110 or BIO 140 or BIO 142		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
One Psychology or Sociology course		3
Liberal Arts Electives		9
Electives		(6 credits)
Minimum Credits Required for Graduation		**125**

MARKETING

As both an art and a science, marketing is undergoing dramatic and exciting changes, and the field promises to be just as dynamic in the years ahead. Marketing has emerged as the most critical function in today's business climate. Even the smallest firms are using innovative marketing techniques to function competitively.

The major introduces students to all the major marketing trends. The all-important marketing mix will be examined and students will be heavily involved with marketing mix development. Students will be exposed to marketing research techniques and demographic studies. Business law and marketing ethics will be studied to ensure product safety. International marketing, nonprofit marketing, product marketing, and service marketing have been integrated into this major.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in Marketing.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Marketing Concentration Requirements		(24 credits)
BUS 206	Sales Principles	3
BUS 209	Advertising	3
BUS 319	Direct Marketing	3
BUS 320	Marketing Research	3
BUS 332	Consumer Behavior	3
BUS 345	Global Marketing	3
BUS 405	Marketing Management	3
Computer Literacy Elective		3

Liberal Arts Requirements		(49 credits)	
ECON 201 & ECON 202	Economics - Micro and Macro		6
ENG 101 & ENG 102	Writing I & II		6
ENG 204	Professional Communications		3
MATH 205	Calculus I		4
MATH 208	Introduction to Statistics		3
BIO 110 or BIO 140 or BIO 142			3
One Literature, Art History, Music or Drama Elective			3
One History, Philosophy or Language Elective			3
One Psychology or Sociology Course			3
Liberal Arts Electives			15
Electives		(15 credits)	
Minimum Credits Required for Graduation			**127**

NONPROFIT MANAGEMENT

The nonprofit sector may well be in the early stages of a major sea of change. Cutback actions throughout the country from federal, state, and local government entities are having a strong impact on the nonprofit sector. The loss of external funding sources has placed more demands on nonprofit agencies to raise monies from new sources in the market place.

The Nonprofit Management major offers students a strong background in this specialized area. Students will learn the various components of the not-for-profit organization. The emphasis is directed toward managing a nonprofit, fundraising, understanding taxation issues, marketing, and preparing grants. The major is designed to acquaint students with the nonprofit sector and provide hands-on experience via an internship or project.

Graduates receive a Bachelor of Science degree in Business Administration with a concentration in Nonprofit Management.

Business Department Requirements		(39 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 103	Principles of Management	3
BUS 207	Marketing	3
BUS 215	Legal Environment of Business	3
BUS 304	Organizational Behavior	3
BUS 325	Management Information Systems	3
BUS 326	Operations Management	3
BUS 399	Internship Seminar	1
BUS 400	Internship	3
BUS 402	Business Policy	3

Nonprofit Management Concentration Requirements		(15 credits)
BUS 305	Business and Society	3
BUS 311	Human Resource Management	3
BUS 340	Nonprofit Management	3
BUS 341	Marketing Nonprofits	3
Computer Literacy Elective		3

Liberal Arts Requirements		(49 credits)
COM 203	Effective Speaking	3
ECON 201 & ECON 202	Economics - Micro and Macro	6
ECON 325	Economics of Poverty and Discrimination	3
ENG 101 & ENG 102	Writing I & II	6
ENG 204	Professional Communications	3
MATH 205	Calculus I	4
MATH 208	Introduction to Statistics	3
SOC 332	Community & Organizational Change	3
BIO 110 or BIO 140 or BIO 142		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
One Psychology or Sociology course		3
Liberal Arts Electives		6

Electives	(24 credits)

Minimum Credits Required for Graduation	**127**

Minor in Business

A minor in Business is available to all non-Business students in Bachelor degree programs. The minor consists of the following six Business courses for a total of nineteen credits:

BUS 101	**Introduction to Business** *What the study of business includes.*
BUS 104	**Principles of Management** *Management as a topic: What and why.*
BUS 207	**Marketing** *Customers, products, prices, places, promotion.*
ACC 101	**Financial Accounting** *The language of business.*
ECON 201	**Principles of Economics - Microeconomics** *Economic behavior of individuals and firms.*
BUS 215	**Legal Environment of Business** *Like private citizens, businesses must operate within the law.*

Substitutions allowed upon approval of the Department Chair.

FASHION AND RETAIL MERCHANDISING

The Fashion and Retail Merchandising major focuses on a specialized area in the retail industry through courses in fashion, textiles, buying, operations, color and design. The major includes a solid foundation of business courses and a wide array of liberal arts selections.

Through Lasell's "Connected Learning" philosophy, students have on-going opportunities to apply theoretical concepts of academic studies by working in the industry with national retailers. The second year of the major includes intense courses in retail management, buying, marketing and advertising.

The junior and senior years provide students with more demanding course work as well as an intensive executive internship. Professional courses are oriented toward the decision-making tasks that people face in middle and upper management positions. The major focuses on how to plan strategically, organize for profitability, and control operations. Advanced liberal arts studies provide more in-depth understanding and appreciation of the world beyond business. Graduates receive a Bachelor of Science Degree.

Fashion Merchandising Requirements	(48 credits)	
FASH 101	Introduction to Fashion Merchandising	3
FASH 200	Fashion History	3
FASH 201	Principles of Buying	3
FASH 210	Textiles	3
FASH 211	Retail Management	3
FASH 212	Visual Merchandising	3
FASH 301	Visual Promotion	3
FASH 302	Retail Operations Analysis	3
FASH 304	Interior Display and Design	3
FASH 321, 322, 323	Fashion Show Elective	3
FASH 342	Fashion and Society	3
FASH 401, 403	Executive Internship Seminar and Field Assignment	15

Art, Business & Computer Literacy Requirements	(37 credits)	
ACC 101	Financial Accounting	4
ARTH 126	Principles of Color and Design	3
ARTS 120	Three-Dimensional Design	3
BUS 101	Introduction to Business	3
BUS 206	Sales Principles	3
BUS 207	Marketing Principles	3
BUS 209	Principles of Advertising	3
BUS 311	Human Resource Management	3
Business Electives		9
Computer Literacy Elective		3
Liberal Arts Requirements	(39 credits)	
ECON 201 & ECON II	Principles of Economics - Micro and Macro	6
ENG 101 & ENG 102	Writing I and Writing II	6
ENG 204	Professional Communications	3
MATH 203 or MATH 204	Precalculus or Quantitative Methods for Business	3
MATH 208	Introduction to Statistics	3
PSYC 101 or SOC 101	Introduction to Psychology or Introduction to Sociology	3
Science Elective*		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
Liberal Arts Electives		6
Electives	(3 credits)	
Minimum Credits Required for Graduation		**127**

FASHION DESIGN AND PRODUCTION

The Fashion Design and Production concentration combines the conceptual and practical skills of design and business with a hands-on approach to learning. Fashion Design and production includes a solid foundation of business courses as well as a wide array of design and liberal arts selections. The curriculum supports students in their development of both creative abilities and professional skills.

Through Lasell's "Connected Learning" philosophy, students have on-going opportunities to apply theoretical concepts of academic studies by working in the industry with designers in their place of business as well as in Lasell's clothing construction laboratory. All design students participate in the creation of visual merchandising displays in a wide variety of connected learning situations.

The sophomore and junior years are very demanding and focus on clothing construction, technical pattern drafting, fashion design and flat pattern design. Advanced courses in tailoring, draping and CAD/Cam prepare students for such fashion careers as apprentice designer, stylist, fashion coordinator and production assistant. The culmination of the senior year includes a two-semester internship and a comprehensive examination and professional evaluation of the student's original designs. Graduates receive a Bachelor of Science Degree.

Fashion Design Concentration Requirements (52 credits)

FASD 213 & FASD 217	Pattern Generation I & II	6
FASD 215	Fashion Illustration	3
FASD 220 & FASD 221	Fashion Design I & II	6
FASD 315 & FASD 316	Flat Pattern Design I & II	6
FASD 320	Basic Clothing Construction	3
FASD 330 & FASD 331	Technical Pattern Drafting I & II	6
FASD 340	Draping	3
FASD 350	Tailoring	4
FASD 365 & FASD 366	Auto Cad Apparel Design I & II	6
FASD 370/ 371/372	Portfolio Development I, II, III,	3
FASD 405/406	Internship	6

Fashion Merchandising Requirements	(27 credits)	
FASH 101	Introduction to Fashion Merchandising	3
FASH 200	Fashion History	3
FASH 201	Principles of Buying	3
FASH 210	Textiles	3
FASH 211	Retail Management	3
FASH 212	Visual Merchandising	3
FASH 301	Visual Promotion	3
FASH 330	20th Century Fashion	3
FASH 342	Fashion and Society	3
Art, Business & Computer Literacy Requirements	(12 credits)	
ARTH 126	Principles of Design and Color	3
ARTS 120	Three-Dimensional Design	3
BUS 207 or BUS 209	Marketing or Advertising	3
Computer Literacy Elective		3
Liberal Arts Requirements	(39 credits)	
ENG 101 & ENG 102	Writing I and Writing II	6
MATH 203 or MATH 204	Precalculus or Quantitative Methods for Business	3
MATH 208	Introduction to Statistics	3
PSYC 101 or SOC 101	Introduction to Psychology or Introduction to Sociology	3
Science Elective*		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
Liberal Arts Electives		15
Minimum Credits Required for Graduation		**130**

GRAPHIC DESIGN

The graphic design concentration will provide core courses in art plus a series in design, including design fundamentals, image, and content, color theory, computer graphics for the visual artist, multimedia graphic design and topography. This concentration introduces students to the graphic design studio environment, including tools, materials, terminology, and business practices.

Students learn the basics of client contact, fulfilling a client's needs through concept drawings, and preparing camera-ready artwork. They also become familiar with marketing, accounting and production schedules. Field trips to design firms will be an integral part of the program.

In addition, students take courses in computer literacy, where there is particular emphasis on the use of computer software programs in both design and illustration. The lab is equipped with computers and state of the art software. Graphic design students will make extensive use of the latest in high-technology tools, since these are fast becoming essential to a career in this existing field. Graduates receive a Bachelor of Science Degree.

Graphic Design & Computer Literacy Requirements		(33 credits)
GRAP 201	Drawing for Graphic Design	3
GRAP 203	Graphic Design	3
GRAP 215	Lettering	3
GRAP 301 & GRAP 302	Topography I & II	6
GRAP 303	Graphic Media/Photographics	3
GRAP 350	Sequencing of Motion	3
P.C. 240	QuarkXpress	3
P.C. 341	Adobe Illustrator	3
P.C. 342	Adobe PhotoShop	3
Computer Literacy Elective		3

Art Requirements		(18 credits)
ARTH 103	Art History I	3
ARTH 126	Principles of Color and Design	3
ARTS 101	Principles of Drawing	3
ARTS 105	Forms of Drawing	3
ARTS 120	Three-Dimensional Design	3
ARTS 219	Photography	3

Fashion & Business Requirements	(39 credits)	
BUS 209	Advertising	3
FASH 101	Introduction to Fashion Merchandising	3
FASH 200	Fashion History	3
FASH 211	Retail Management	3
FASH 212	Visual Merchandising	3
FASH 301	Visual Promotion	3
FASH 342	Fashion and Society	3
FASH 370/ 371/373	Portfolio Development	3
FASH 401/403	Internship Seminar and Field Assignment	15
Liberal Arts Requirements	(36 credits)	
ENG 101 & ENG 102	Writing I & Writing II	6
Mathematics Electives		6
PSYC 101 or SOC 101	Introduction to Psychology or Introduction to Sociology	3
One History, Philosophy or Language Elective		3
Science Elective*		3
Liberal Arts Electives		15
Minimum Credits for Graduation		**126**

Minor in Graphic Design

A minor is Graphic Design is available to all non-Graphic Design students in Bachelor degree programs. The minor consists of five Graphic Design courses plus P.C. 240 QuarkXpress. Students outside the Fashion Department need to take ARTS 105 Forms of Drawing or ARTS 101 Figure Drawing and Principles of Color and Design (ARTH 126) as prerequisites.

Required Courses		**Credits**
GRAP 201	Drawing for Graphic Design	3
GRAP 203	Graphic Design	3
GRAP 215	Lettering	3
GRAP 301	Topography I	3
GRAP 302	Topography II	3
P.C. 240	QuarkXpress	3
		18

To count towards the minor the six required courses must each be passed with at least a C-. Additionally, students must maintain a 2.0 average in the five graphic design courses.

*Lasell's Core Components are integrated throughout the Fashion and Retail Merchandising Major. Students will have the opportunity to meet nearly all the competencies through course work. However, in order to meet the Health and Well-Being Competencies, students will need to take Nutrition For Living, A Healthy Lifestyle or Women's Health and Well-Being as a science elective or document that they meet the competencies in other ways such as participation on a varsity team or in a dance program.

HOTEL, TRAVEL & TOURISM ADMINISTRATION

Hotel, Travel & Tourism Administration is designed to prepare students for management positions and leadership roles in the hospitality industry. Coursework focuses on the areas of Hospitality/Hotel Management, Travel & Tourism, or Convention & Meeting Planning. All programs have an international perspective and encompass both public and private sectors. The course of study builds on a solid academic foundation comprised of three main components: (1) liberal arts core, (2) business/professional core, and (3) HTA courses in the student's area of specialization. Emphasis is placed on customer service, a major component in the Hospitality industry. The linkage among quality service, lodging, recreation development and food service is stressed. The faculty, in addition to strong academic credentials, has extensive experience in hotel, travel & tourism management, and convention & meeting planning.

Special Features

Students gain valuable connected learning experience through the various training sites available on campus: the Lasell Inn, Lasell Village, and Marriott Sodexho. In addition, there are mandatory off-campus internships that provide valuable on-the-job experiences, which are supervised by faculty in the Hotel, Travel & Tourism Administration program. HTA students benefit from small class sizes, permitting extensive interaction with faculty members and other students. The Advisory Board and Hospitality Club connect students with industry professionals providing them with networking opportunities, field trip experiences, and participation in community service. This program offers on-site laboratory, library, and computer facilities that support the most current instruction.

Lasell's Core Components are integrated throughout the HTA majors. Students will have the opportunity to meet nearly all of the core competencies through course work.

In order to meet the Health and Well-Being competencies, students need to take either Nutrition for Living, A Healthy Lifestyle, or Women's Health and Well-Being as a science elective. Other ways to meet the competencies would be participation on a varsity team or in a dance program.

Participation in all internships requires a GPA of 2.0 or above.

Students who complete this program receive a Bachelor of Science in Hotel, Travel and Tourism Administration with a concentration in Convention & Meeting Planning, or Hospitality/Hotel Management, or Travel & Tourism.

CONVENTION & MEETING PLANNING

Concentration Requirements		(19 credits)
HTA 111	Food & Beverage Management & Lab	4
HTA 125	Introduction to Convention & Meeting Planning	3
HTA 218	Convention Sales & Group Planning	3
HTA 248	Negotiating & Budget Techniques	3
HTA 322	Special Events Planning	3
HTA 325	International Convention & Meeting Planning	3

HTA Requirements		(26-29 credits)
HTA 101	Introduction to the Hospitality & Tourism Industry	3
HTA 244	Career Development Seminar	1
HTA 227	Travel Geography Western Hemisphere	3
HTA 301	Business, Hotel, and Travel Law	3
HTA 305	Marketing Hospitality & Tourism	3
HTA 399	Leadership Preparation Seminar	1
HTA 401	Seminar on Hospitality and Travel/ Tourism Administration	3
HTA 402	Managing Quality in Hospitality and Tourism	3
HTA 420	Internship & Seminar	6
HTA 422	Honors Internship (Optional)	(3)

Business Requirements		(20 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 304	Organizational Behavior	3
BUS 311	Human Resources Management	3

Computer Literacy Requirements		(6 credits)
PC 131	Integrated Computer Applications	3
PC 240	Desktop Publishing (Quark)	3

Liberal Arts Requirements		(48 credits)
ECON 201 & ECON 202	Principles of Economics - Micro & Macro	6
ENG 101 & ENG 102	Writing I & Writing II	6
ENG 204	Professional Communications	3
HIST 104	World Civilization Since 1500	3
MATH 208	Introduction to Statistics	3
SOC 101	Introduction to Sociology	3
SOC 301	Race and Ethnicity	3
Foreign Language I & II		6
Mathematics Elective		3
One Literature, Art History, Music or Drama Elective		3
Science Elective		3
Liberal Arts Electives		6
Electives		(3-6 credits)
Minimum Credits Required for Graduation		**125**

HOSPITALITY/HOTEL MANAGEMENT

Concentration Requirements		(17 credits)
HTA 111	Food and Beverage Management & Lab	4
HTA 122	Front Office and Guest Services	3
HTA 223	Facilities Design & Management	3
HTA 218	Convention Sales & Group Planning	3
HTA 224	Advanced Food and Beverage Management & Lab	4

HTA Requirements		(28-31 credits)
HTA 101	Introduction to the Hospitality & Tourism Industry	3
HTA 101L & HTA 122L	Innkeeping Practicum I & II	2
HTA 244	Career Development Seminar	1
HTA 227	Travel Geography Western Hemisphere	3
HTA 301	Business, Hotel, and Travel Law	3
HTA 305	Marketing Hospitality & Tourism	3
HTA 399	Leadership Preparation Seminar	1
HTA 401	Seminar on Hospitality and Travel/ Tourism Administration	3
HTA 402	Managing Quality in Hospitality and Tourism	3
HTA 420	Internship & Seminar	6
HTA 422	Honors Internship (Optional)	(3)

Business Requirements		(20 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 304	Organizational Behavior	3
BUS 311	Human Resources Management	3

Computer Literacy Requirements		(6 credits)
PC 131	Integrated Computer Applications	3
PC 240	Desktop Publishing (Quark)	3

Liberal Arts Requirements		(48 credits)
ECON 201 & ECON 202	Principles of Economics - Micro & Macro	6
ENG 101 & ENG 102	Writing I & Writing II	6
ENG 204	Professional Communications	3
HIST 104	World Civilization Since 1500	3
MATH 208	Introduction to Statistics	3
SOC 101	Introduction to Sociology	3
SOC 301	Race and Ethnicity	3
Foreign Language I & II		6
Mathematics Elective		3
One Literature, Art History, Music or Drama Elective		3
Science Elective		3
Liberal Arts Electives		6
Electives		(3-6 credits)
Minimum Credits Required for Graduation		**125**

TRAVEL & TOURISM

Concentration Requirements		(18 credits)
HTA 120	Travel Reservations	3
HTA 122	Front Office and Guest Services	3
HTA 219	Fares and Ticketing	3
HTA 222	Travel Industry Procedures	3
HTA 228	Travel Geography Eastern Hemisphere	3
HTA Elective		3

Required HTA courses		(28-31 credits)
HTA 101	Introduction to the Hospitality & Tourism Industry	3
HTA 120L & HTA 219L	Travel Practicum I & II	2
HTA 244	Career Development Seminar	1
HTA 227	Travel Geography Western Hemisphere	3
HTA 301	Business, Hotel, and Travel Law	3
HTA 305	Marketing Hospitality & Tourism	3
HTA 399	Leadership Preparation Seminar	1
HTA 401	Seminar on Hospitality and Travel/ Tourism Administration	3
HTA 402	Managing Quality in Hospitality and Tourism	3
HTA 420	Internship & Seminar	6
HTA 422	Honors Internship (Optional)	(3)

Required Business Courses		(20 credits)
ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	4
ACC 231	Financial Management	3
BUS 101	Introduction to Business	3
BUS 304	Organizational Behavior	3
BUS 311	Human Resources Management	3

Required Computer Literacy Courses		(6 credits)
PC 131	Integrated Computer Applications	3
PC 240	Desktop Publishing (Quark)	3

Liberal Arts Requirements		(48 credits)
ECON 201 & ECON 202	Principles of Economics - Micro & Macro	6
ENG 101 & ENG 102	Writing I & Writing II	6
ENG 204	Professional Communications	3
HIST 104	World Civilization Since 1500	3
MATH 208	Introduction to Statistics	3
SOC 101	Introduction to Sociology	3
SOC 301	Race and Ethnicity	3
Foreign Language I & II		6
Mathematics Elective		3
One Literature, Art History, Music or Drama Elective		3
Science Elective		3
Liberal Arts Electives		6

Electives	(3-6 credits)

Minimum Credits Required for Graduation	**126**

MAJORS OF STUDY

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Candidates for admission into the Exercise Physiology, and Physical Therapist Assistant Programs must have, as minimum, successfully (grade of C or better) completed two years of high school mathematics, preferably algebra and geometry, and one year of biology with a lab.

To provide for patient safety and to insure full participation in the clinical portion of the above programs, students must be capable of meeting the essential skills requirements for each program. Copies of these requirements are available in the Admission Office.

ATHLETIC TRAINING

Certified Athletic Trainers are involved in the care, prevention, evaluation and rehabilitation of injuries to athletes and the physically active. Athletic Trainers are recognized by the American Medical Association as Allied Health Professionals, and are employed in numerous settings including high schools, colleges and universities, professional sports, sports medicine clinics, industrial medicine settings and hospitals.

The Athletic Training major is a competency-based program designed to provide professional preparation leading toward eligibility to take the National Athletic Trainers' Association Board of Certification (NATABOC) exam. The program is being developed under the accreditation guidelines set forth by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Joint Review Committee on Educational Programs in Athletic Training (JRC-AT). We currently have been granted Candidacy status, which is the first step in the accreditation process. Although this does not guarantee accreditation, the College is in full support of all endeavors to meet the necessary guidelines for full accreditation.

The four-year program in Athletic Training includes formal instruction in prevention, evaluation and rehabilitation of athletic injuries, first aid and emergency care, therapeutic modalities, human anatomy and physiology, exercise physiology, kinesiology, nutrition, pathology, pharmacology, personal and community health, psychology and health care administration. In addition to formal classroom instruction, students will participate in extensive clinical experiences, for credit, under the direct supervision of Certified Athletic Trainers. Clinical experiences in Athletic Training allow the student to apply what is being learned in the classroom to practical experiences with athletes and other physically active individuals. Clinical rotations will take place at Lasell College and at affiliated off-campus sites, and will include a variety of practice settings and sport exposures. Students will have clinical courses each semester, beginning in the spring semester of the freshman year, provided all academic requirements are met.

Requirements for admission into the Athletic Training Major include: successful (C or better) completion of a minimum of two years of high school math (preferably algebra and geometry), and two years of high school lab science (preferably biology and chemistry or physics). In order to comply with accreditation guidelines, the College may restrict enrollment in the Athletic Training Major.

Transfer applicants may be accepted into the program, but need to be aware of the need to take program courses in the appropriate sequencing and with the appropriate prerequisites. Transfer applicants will be considered on a space-available basis.

Graduates of the program will receive a Bachelor of Science degree in Athletic Training.

Athletic Training Requirements		(52 credits)
EXAT 101	Introduction to Athletic Training	3
EXAT 109	Professional Communications in Allied Health	2
EXAT 201	Prevention and Care of Athletic Injuries	4
EXAT 220	Techniques of Emergency Care	3
EXPH 201	Exercise Physiology	4
EXAT 350	Athletic Inj Assessment - Lower Extremity	4
EXAT 351	Athletic Inj Assessment - Upper Extremity	4
EXPH 205	Prin of Strength Training and Conditioning	3
EXPH 330	Pathophysiology	3
EXAT 304	Rehabilitation and Therapeutic Exercise	4
EXPH 301	Kinesiology	4
EXAT 303	Therapeutic Modalities	4
EXAT 420	Advanced Techniques in Athletic Training	4
EXAT 403	Organization and Administration of Ath Trng	3
EXAT 901s	Athletic Training Seminar	3

Clinical Courses		(19 credits)
EXAT 203	Clinical Athletic Training I	3
EXAT 204	Clinical Athletic Training II	3
EXAT 302	Clinical Athletic Training III	3
EXAT 305	Clinical Athletic Training IV	3
EXAT 404	Clinical Athletic Training V	4
EXAT 405	Clinical Athletic Training VI	3

Additional Departmental and Core Requirements (56-60 credits)		
BIO 105/106	Anatomy and Physiology I and II	8
BIO 210	Human Nutrition	3
CHEM 201/202	Physiological Chemistry I and II	4-8*
ENG101/102	Writing I & Writing II	6
IDS 344	Lifestyles and Human Behavior	3
MATH 203	Precalculus	3
MATH 208	Introduction to Statistics	3
PHYS 111/112	General Physics I and II	8
PSYC 101	Introduction to Psychology	3
PSYC 212	Psychology of the Lifespan	3
SCI 340	Research Methods	3
Computer Literacy Elective		3
Literature, Art History, Music or Drama Elective		3
History, Philosophy, or Foreign Language Elective		3

Elective (3 credits)

Minimum Credits Required for Graduation **130**

- To qualify for Clinical Education students must obtain certificates in First Aid/CPR. Students will receive training in the prevention of transmission of bloodborne pathogens prior to clinical affiliations. In addition, students are required to be immunized against the hepatitis B virus or have signed a waiver. Immunizations must begin six months prior to clinicals. Some clinical sites may require a CORI check of students.

*Recommended Course - another Chemistry may be substituted

EXERCISE PHYSIOLOGY

Exercise Physiologists are specialists in the areas of human performance, fitness, and conditioning. As members of the health care team, exercise physiologists are dedicated to health enhancement and are responsible for the development and coordination of exercise programs as well as the training and education of patients and clients. Using exercise as a preventative measure or a rehabilitative tool, exercise physiologists work in a variety of settings including hospitals, rehabilitation clinics, fitness centers, and research institutions.

The four-year program provides students with a broad-base liberal arts foundation, including an in-depth scientific understanding of how the human body functions and how the human body responds to physical activity. Coursework focuses on the study of the cardiovascular system, musculoskeletal system, human metabolism, and behavioral sciences. Concepts, theories and practices learned in the classroom and the clinic are reinforced in our exercise physiology laboratory.

The final year consists of exciting capstone courses and clinical internships that offer students the opportunity to specialize in areas of interest through guided independent research and off-campus practicums. These "connected learning" experiences allow students to apply their knowledge of exercise physiology to real work settings in hospitals, clinics, and research centers. Lasell's affiliation with nationally known institutions in the Boston area will give our students the opportunity to gain invaluable experience while working with leaders in the field.

Specific requirements for admission into any one of the three programs include: successful (C or better) completion of two years of high school math (preferably algebra and geometry) and one year of lab science, preferably biology. Students may substitute a year of college algebra and biology with grades of C or better in place of the high school coursework. Academic standards for the program include grades of "C" in all exercise physiology classes, and satisfactory completion of two clinical education experiences.

Two concentrations of study are available to students in the Exercise Physiology degree program: clinical exercise physiology/ cardiac rehabilitation and exercise science. Students within the clinical exercise physiology concentration will be prepared to take one of the certification examinations offered by the American College of Sports Medicine upon graduation. This course of study also fulfills most of the prerequisites for graduate study in the health professions, including physical therapy.

Graduates receive a Bachelor of Science degree in Exercise Physiology.

PLUS-TWO OPTION IN EXERCISE PHYSIOLOGY

Since many physical therapist assistants and other allied health professionals seek to further their education in a related field, the College has designed an option for PTAs and students with prior college coursework in the sciences or health related areas. This program required two years of study and includes "connected learning" experiences in hospitals, clinics and research centers. Graduates receive a Bachelor of Science degree in Exercise Physiology.

Students must complete the departmental requirements along with the appropriate concentration requirements. Students with documented clinical experience may be exempt from three internship credits with approval of the departmental chair.

EXERCISE PHYSIOLOGY AND PHYSICAL THERAPIST ASSISTANT

Because of the interrelated nature of physical therapy and exercise physiology, Lasell has designed an option that enables students to complete requirements for both the physical therapist assistant program and the exercise physiology program. In addition to all of the options described in the four-year exercise physiology program, graduates of the combined program are eligible for licensure as physical therapist assistants. Through a well-designed curriculum, students have multiple opportunities to develop their skills in clinical settings.

Graduates of this combined option receive an Associate in Science degree in Physical Therapist Assistant following three years of study and a Bachelor of Science degree in Exercise Physiology upon successful completion of the program.

Students in the combined program must complete the requirements for the exercise science concentration in addition to the required courses as outlined for the physical therapist assistant program. The minimum number of credits that will allow a student to graduate with a dual degree (A.S. in Physical Therapist Assistant and B.S. in Exercise Physiology) is 141 credits. It is expected that most students may require four and a half years to complete the dual degrees.

Exercise Physiology
Cardiac Rehabilitation Concentration

Exercise Physiology Requirements		(24 credits)
EXPH 201	Exercise Physiology	4
EXPH 301	Kinesiology	4
EXPH 310	Advanced Exercise Physiology	4
EXPH 320	Exercise for Special Populations	3
EXPH 330	Pathophysiology	3
EXPH 342	EKG and Pharmacology	3
EXPH 415	Independent Study	3

Fieldwork Courses		(9 credits)
EXPH 410	Clinical Practicum I	3
EXPH 420	Clinical Practicum II	6

Liberal Arts and Core Requirements		(63 credits)
BIO 105 & BIO 106	Anatomy & Physiology I and II	8
BIO 210	Human Nutrition	3
CHEM 201 & CHEM 202	Physiological Chemistry I and II	8
CHEM 301	Human Biochemistry	3
ENG 101 & ENG 102	Writing I & II	6
IDS 344	Lifestyles & Human Behavior	3
MATH 203	Precalculus	3
MATH 208	Statistics	3
PHYS 111 & PHYS 112	General Physics I and II	8
PSYC 101	Introduction to Psychology	3
PSYC 212	Psychology of Life Span	3
SCI 340	Research Methods	3
Computer Literacy Elective		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3

Electives	(29 credits)

Minimum Credits Required for Graduation	**125**

Exercise Physiology
Exercise Science Concentration

Exercise Physiology Requirements	(21 credits)	
EXAT 201	Prevention & Care of Athletic Injuries	4
EXPH 201	Exercise Physiology	4
EXPH 205	Strength Training & Conditioning	3
EXPH 206	Exercise Leadership	3
EXPH 301	Kinesiology	4
EXPH 320	Exercise for Special Pops	3
Fieldwork Courses	(9 credits)	
EXPH 410	Clinical Practicum I	3
EXPH 420	Clinical Practicum II	6
Liberal Arts and Core Requirements	(60 credits)	
BIO 105 & BIO 106	Anatomy & Physiology I and II	8
BIO 210	Human Nutrition	3
CHEM 201 & CHEM 202	Physiological Chemistry I and II	8
ENG 101 & ENG 102	Writing I & II	6
IDS 344	Lifestyles & Human Behavior	3
MATH 203	Precalculus	3
MATH 208	Statistics	3
PHYS 111 & PHYS 112	General Physics I and II	8
PSYC 101	Introduction to Psychology	3
PSYC 212	Psychology of Life Span	3
SCI 340	Research Methods	3
Computer Literacy Elective		3
One Literature, Art History, Music or Drama Elective		3
One History, Philosophy or Language Elective		3
Electives	(35 credits)	
Minimum Credits Required for Graduation		**125**

HEALTH SCIENCE

The Health Science Program prepares students to enter into careers in a variety of health care settings. The Program provides students with both a general education in the liberal arts and special training in the skills they will need to provide support services and general office management in a health care setting. Internship experiences are available in a variety of settings and are based on the student's special interests. Students graduating from this Program will be prepared to work in diverse medical facilities, including hospitals, physicians' offices and health care clinics.

After completion of the degree, eligible students can continue in one of Lasell College's bachelor degree programs. Complementary programs include business, psychology, liberal arts, human services, sociology and specific health programs.

Students may choose to enroll in the Health Science Program for one or two semesters for additional academic preparation in anticipation of applying for acceptance in one of the allied health programs. Students who choose this option will choose electives and science courses that will prepare them for the specific program of their choice.

A student wishing to transfer into PTA, OTA, AT or Exercise Physiology must apply in writing to the Health Sciences Department Chair by December 15th. The Academic Review Committee will meet prior to the beginning of the Spring semester and accept students into the various Allied Health Programs contingent on satisfactory completion of the second semester requirements. Typically, students must attain a minimum GPA of 2.5 in order to gain entrance into any of the Allied Health Programs.

Graduates of the program receive an Associate in Science degree in Health Science.

HSA Requirements		(10 credits)	
HSA 101	Intro. to Health Care		1
HSA 102	Medical Terminology		3
HSA 201	Intro. to Lab Procedures		3
HSA 202	Overview of the Health Care Industry		3
Liberal Arts and Core Requirements		(31-33 credits)	
BIO 201	Human Biology		4
ENG 101	Writing I		3
ENG 102	Writing II		3
Computer Literacy	Elective		3
Mathematics Electives			6
Science Electives			6-8
Liberal Arts Elective			6
Electives		(23 credits)	
Minimum Credits Required for Graduation			**64**

OCCUPATIONAL THERAPY ASSISTANT PROGRAM

The primary objective of the Occupational Therapy Assistant Program at Lasell College is to prepare our students for entry-level practice as occupational therapy practitioners in the current and future health-care, educational, and business environments. Our students will acquire the necessary competencies to apply the principles and practices of occupational therapy in collaboration with and under the supervision of a registered occupational therapist.

We offer a wide variety of resources for our students including a large and varied fieldwork database, on-site Early Education Child Study Centers, Lasell Village: a new on-site assisted living community, experienced accessible faculty, constantly-updated textbooks and materials, community-based fieldwork options, professional vendors introducing new equipment and materials each semester, and all the benefits of a small private four-year New England college.

The Occupational Therapy Assistant Program at Lasell College is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, Maryland 20824-1220. AOTA's phone number is (301) 652-2682. Further information from or about the AOTA is available at their home page on the World Wide Web at www.aota.org. Graduates of the program will be able to sit for the National Certification Examination for the Occupational Therapy Assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states, including Massachusetts, require licensure in order to practice. Successful application for state licenses is usually based on passing the NBCOT Certification Examination. Graduates receive an Associate of Science degree in OTA.

OTA Requirements		(36 credits)
OTA 101	Intro. Occupational Therapy	3
OTA 102	Therapeutic Interactions	3
OTA 103	Therapeutic Activities	3
OTA 104	Clinical Analysis	3
OTA 105	Physical Dysfunction	3
OTA 203	Organizational and Service Management Issues	3
OTA 204	OT Interventions for Adol. and Young Adults	4
OTA 206	OT Interventions for Middle and Older Adults	4
OTA 208	OT Interventions for Infants and Children	4
OTA 301	Clinical Integration	6

Liberal Arts and Core Requirements	(29 credits)	
BIO 105 & 106	Anatomy & Physiology I & II	8
ENG 101 & 102	Writing I & II	6
PSYC 101	Introduction to Psychology	3
PSYC 210	Abnormal Psychology	3
PSYC 212	Psychology of the Life Span	3
SOC 101	Introduction to Sociology	3
Computer Literacy Elective		3
Elective	(3 credits)	
Minimum Credits Required for Graduation		68

Students must obtain certificates in First Aid and CPR prior to beginning clinical practicum experience. In addition, clinical affiliation sites require that students are either immunized against the hepatitis B virus or have signed a waiver. Health data concerning immunizations must be completed and submitted before a student may begin clinical affiliations.

Level I Fieldwork incorporated into: OTA 101, OTA 204, OTA 206, OTA 208
Level II Fieldwork incorporated into: OTA 301

PHYSICAL THERAPIST ASSISTANT

The American Physical Therapy Association defines the physical therapist assistant (PTA) as an educated health care provider. As a member of the physical therapy team, the physical therapist assistant plays an important part in the rehabilitation of individuals of all ages. The physical therapist assistant works under the supervision of a physical therapist (PT), delivering physical therapy services. After the physical therapist has evaluated the patient and planned the treatment, the physical therapist assistant may administer the treatment, either alone or jointly with the PT. Services can include assisting the physical therapist in implementing treatment programs, training patients in exercise, endurance, balance, activities of daily living, and application of heat and cold modalities such as whirlpool, ultrasound, paraffin, traction, and electric stimulation. In addition to administering treatment, the PTA is responsible for participating in the assessment of the effectiveness of the treatment by monitoring the patient's response and reporting it to the physical therapist.

At Lasell, you will acquire the knowledge and skill to step confidently into any entry-level position. You will learn and practice treatment and assessment procedures on classmates in well-equipped laboratories with close support and guidance from the faculty. Time for use of the laboratory for supervised practice is available, too.

The opportunity to actually work with patients is a very important part of your education and you will participate in clinical education programs at three different centers. You will travel to your center either by your own car or by public transportation which is close by. The distribution of time spent in the classroom and in clinical education has proven to be very effective in preparing Lasell's graduates to quickly become integrated into that exciting first position as a physical therapist assistant.

Specific requirements for admission into the PTA department include: successful (C or better) completion of two years of high school mathematics - preferably algebra and geometry, and one year of a lab science - preferably biology. Students may substitute a year of college algebra and biology with grades of C or better in place of the high school coursework.

Lasell's Physical Therapist Assistant Program is accredited by the Commission on Accreditation of Physical Therapy Education. Graduates are eligible for state licensure upon successful completion of the program. Academic standards for the major include grades of no less than C in all physical therapy courses and satisfactory completion of three clinical education experiences. There are explicit guidelines for satisfactory progress and completion of coursework in the PTA major. Detailed information is provided in

the PTA Academic Standards Document distributed to students at the beginning of the first semester.

Students may continue their studies at Lasell in several of the College's baccalaureate programs. The Exercise Physiology major has plus-two options designed specifically for PTA graduates who wish to continue practicing in the field and/or who wish to pursue a baccalaureate program that meets the admission requirements for graduate programs including graduate programs in physical therapy.

Graduates receive an Associate of Science degree.

PHYSICAL THERAPIST ASSISTANT PROGRAM

FOUNDATION PHASE

BIO 105	Anatomy & Physiology I	4
ENG 101	Writing I	3
PSYC 101	Introduction to Psychology	3
PTA 111	Intro. to the Field of Physical Therapy	3
PTA 112	Fundamentals of Physical Therapy Procedures	4

Total Foundation Phase Credits **17**

TECHNICAL PHASE

PTA Requirements (35 credits)

PTA 113	Applied Kinesiology I	3
PTA 113L	Applied Kinesiology I Lab	1
PTA 114	Therapeutic Exercise I	3
PTA 119	Topics of Patient Care	4
PTA 212	Soft Tissue Techniques & Modalities	3
PTA 213	Applied Kinesiology II	3
PTA 213L	Applied Kinesiology II Lab	1
PTA 217	Medical Pathology for the Health Professions	3
PTA 117	Thermal Agents**	1
PTA 115	Applied Clinical Procedures	3
PTA 211	Advanced PT Procedures	2
PTA 214	Therapeutic Exercise II	4
PTA 215	Organizational and Legal Issues	2
PTA 216	PTA Seminar	2

PTA Field Work (13 credits)

PTA 116/116S	Clinical Education I**	3
PTA 218	Clinical Education II	5
PTA 220	Clinical Education III	5

Liberal Arts and & Core Requirements*		(12-13 credits)	
BIO 106	Anatomy & Physiology II		4
ENG 102	Writing II		3
PSYC 212	Psychology of the Lifespan		3
Computer Literacy Elective			2-3
Elective *		(3 credits)	3
Total Technical Phase Credits			**63-64**

*These courses can be taken prior to the Technical Phase of the Program.

**Summer session courses. The academic year tuition cost does not cover the summer session. Students pay part-time tuition fees to cover costs of the summer courses. To qualify for Clinical Education, students must obtain certificates in First Aid/CPR. Students will receive training in the prevention of transmission of blood borne pathogens in PTA 112, prior to clinical affiliations. In addition, clinical affiliation sites require that students are either immunized against the hepatitis B virus or have signed a waiver. Immunizations must begin six months prior to Clinical Education I. Some clinical sites may require a CORI check of students.

COURSE DESCRIPTIONS

GENERAL INFORMATION

Course Numbers. The numbering system used to identify the course offerings described hereafter is based on a division into the following levels:

100 Introductory courses, survey courses, Core Curriculum Courses; only courses numbered 101 or higher are counted toward the student's degree, either as requirements or electives.
200 Secondary level courses focusing on specific genres or periods, application of theory courses, and associate degree internships
300 Advanced level courses emphasizing synthesis of information based on broader foundations and applications of knowledge
400 Advanced seminars and baccalaureate degree internships
190 Independent or Directed Study at the 100 level
290 Independent or Directed Study at the 200 level
390 Independent or Directed Study at the 300 level
490 Independent or Directed Study at the 400 level

Students who wish to apply for Independent or Directed Study should consult with the appropriate department chair before April 1 and December 1 of each academic year.

X Seminar. A course designed "X" is designed to satisfy the needs of qualified students prepared to work on a specialized subject in a seminar encouraging independent academic effort. Each year, different one-semester courses that match faculty expertise to student interest may be offered. Enrollment is limited and requires the consent of the instructor.

Each course description identifies the prerequisite work a student should have completed before enrolling in the course. In cases of special interest, students may request the permission of the instructor or Department Chair to enroll in courses for which they have not completed the designated prerequisite.

Definition of Disciplines within the Liberal Arts.

Liberal Arts courses are designated with an asterisk.(*)

- **Humanities** courses include liberal arts offerings in art history, communications, drama, English, foreign language, history, music, and philosophy.
- **Interdisciplinary** courses designated by IDS may be used to fulfill graduation requirements and specific interdisciplinary program requirements. Some IDS courses are cross-listed with other areas within the Liberal Arts; e.g., IDS/HUM, IDS/SOC. If courses are cross listed, they may be used to meet requirements in either area.

- **Mathematics and Science Courses** include liberal arts offerings in biology, chemistry, mathematics, physics, and general science.
- **Social Science Courses** include liberal arts offerings in anthropology, communications, economics, geography, political science, psychology, and sociology.

Course Credit. Numerals to the right of the course title in the Course Descriptions Section give the total credit in semester hours carried by the course. In general, a semester hour of credit represents one hour a week of lecture or two hours of laboratory or studio work.

This catalog represents the College's schedule of courses offered through 2000-2001. While the College will make every effort to adhere to this schedule, it reserves the right not to offer an elective course that is underenrolled.

ACCOUNTING

ACC 101 Financial Accounting 4 Credits
Provides the student with an applied knowledge of the fundamental accounting process and procedures used in business. Students will utilize computer spreadsheets to record business transactions and journal entries. In addition, students will learn how to create financial statements, as well as how to use this information for managing assets within the three business entities. Prerequisite or corequisite: PC 103.

ACC 102 Managerial Accounting 4 Credits
Students gain experience in the development and use of information within an organization. Course topics include: organizations and their objectives; cost terms; production costing; cost allocation for planning and control; cost behavior patterns; cost-volume-profit relationships; budgeting; inventory planning and control; pricing decisions; and aspects of investment decisions. Computer spreadsheet programs (such as Lotus) and other kinds of accounting software will be used to solve problems and provide hands-on experience in a simulated business environment. Prerequisite: ACC 101 and corequisite: PC 104.

ACC 225 Intermediate Accounting I 3 Credits
Builds on concepts developed in Financial Accounting. Concentration is on financial statements covering assets, liabilities, corporate capital, and working capital. Prerequisite: ACC 102.

ACC 226 Intermediate Accounting II 3 Credits
This course is designed to continue the concepts of financial accounting and present a more thorough analysis of the requirements of the Financial Accounting Standards Board. Included in this course are earnings per share calculations, lease accounting, and pension accounting. Prerequisites: ACC 101, ACC 102, and ACC 225.

ACC 228 Federal Income Taxation 3 Credits
Principles of personal, business, and corporation taxes are explored. Students gain experience in preparing federal tax returns with some emphasis on state tax returns as well. Prerequisite: ACC 102.

ACC 231 Financial Management 3 Credits
An introduction to the fundamental concepts of finance. Various techniques of analysis that reveal the relationships of risk return and value are demonstrated. Topics include: financial reporting; long- and short-term forecasting; managing working capital; capital budgeting; and the nature of corporate securities and debt-equity mix. Prerequisite: ACC 102.

ACC 301 Cost Accounting 3 Credits
Methods of identifying labor and material costs, and of allocating overhead as applied to job order, process, and standard cost systems are studied. This information is related to budgetary control and the reporting procedures for management and tax implications. Prerequisite: ACC 102.

ACC 302 Auditing 3 Credits
Examines the impact of auditing on constituencies external and internal to organizations, especially stockholders and management. Students will examine the role of both independent public accountant and internal auditor, and study various control and reporting techniques involved in auditing. Prerequisite: ACC 102.

ACC 303 **Advanced Accounting** **3 Credits**
This course will focus on a limited number of special topic areas within financial accounting. Students will examine the problems associated with partnerships, mergers, and acquisitions as well as international accounting concerns. Prerequisite: ACC 225.

ACC 304 **Nonprofit Accounting** **3 Credits**
Accounting that is done in the nonprofit sector is slightly different than a business student is accustomed to seeing. The General Accepted Accounting Principles apply, but in a very different way. In addition to these principles, students will see how FASB rules apply to not for profits. Also, fund raising regulations will be examined, as well as some aspects of Business Law are explored. Prerequisites: ACC 101 and ACC 102.

ACC 306 **International Accounting** **3 Credits**
International accounting acquaints students with the accounting methods used for international transactions, comparisons of accounting principles used in different countries, the harmonization of diverse accounting standards employed worldwide. Areas explored are the financial, managerial, tax, auditing, and other major components of accounting. Prerequisites: ACC 101 and ACC 102.

ANTHROPOLOGY

ANTH 101 **Principles of Cultural Anthropology*** **3 Credits**
Cultural anthropology offers the student a cross-cultural, comparative perspective on the human condition. In this course students will explore the varieties of ways in which human societies are organized socially, economically, and politically. The diversity of artistic and religious expression in the world's cultures is also analyzed. Students will gain an appreciation for the unique perspective of anthropology, including how anthropologists conduct fieldwork, and contributions anthropology can make to social change.

ANTH 210 **Folklore*** **3 Credits**
An examination of myth, song, and art as expressions of society's cultural values. A comparative analysis of how different societies use folklore to maintain the social order. Prerequisite: Any 100 level social science course.

APPLIED LEARNING SKILLS/COLLEGE ORIENTATION

COLL 101 **Making the Most of Your College Experience** **1 Credit**
Course focuses on assisting students in making a successful adjustment to college. A broad array of subjects will be discussed in order to touch upon the areas frequently identified by previous freshmen as the ones they saw as new challenges. The focus of the course is on fostering students' success.

ART

ART HISTORY

ARTH 103 **Art History I*** **3 Credits**
Presents a survey of artistic styles from the prehistoric period through the art of the early Renaissance. Periods included are Egyptian, Aegean, Greek, Roman and Etruscan art, and the art of the Middle Ages. Films and slides are used in the presentation of works of art from the fields of architecture, sculpture, and painting.

ARTH 104 **Art History II*** **3 Credits**
Continuation of ART 103. Presents a study of works of art from the High Renaissance and the Mannerist periods, the Renaissance in the North, the Baroque period, and the Modern Age. Slides and films are used in this presentation of works of art from the fields of architecture, sculpture, and painting.

ARTH 361 **Art History: A Woman's View** **3 Credits**
A survey of paintings, sculpture, photography, and architecture of women artists from medieval times to the present. Investigates the role of the female form in art as created by female artists, the impact of women artists in context of their own time, and issues of art and sexual politics. Artists covered include Sophonisba Anguiscola, Artemisia Gentileschi, Elisabeth Vigee-Lebrun, Rosa Bonheur, Mary Cassatt, Berthe Morisot, Kathe Kollwitz, Diane Arbus, and Louise Nevelson. Prerequisite: Either ART 103, ART 104, HIST 203, PHIL 202, or permission of the instructor.

ART STUDIO

ARTS 101 **Principles of Drawing** **3 Credits**
Introduces students to a variety of drawing tools and mediums. Drawing from life, line, tonality, illusional space, and perspective are explored. Creativity and individual expression are stressed.

ARTS 105 **Forms of Drawing** **3 Credits**
Develops expressive drawing skills. Areas such as the human figure, still life, landscape, memory, and imagination may be explored.

ARTS 120 **Three-Dimensional Design** **3 Credits**
Introduces students to the notion of creating within three-dimensional space. Line, composition, planes, volume, and surfaces will be studied from both additive and subtractive perspectives. Students will construct various models and/or maquettes. Problem solving and individual expression will be emphasized.

ARTS 126 **Principles of Design and Color*** **3 Credits**
Introduction to the theories and concepts of design and color with an emphasis on developing an awareness and sensitivity to art as an integral part of one's life and as a way to complement one's aesthetic needs. Lecture/discussion/critique course with visual material, critical essays, individual expression, museum/gallery trips.

ARTS 130 **Watercolor** **3 Credits**
An introductory course on watercolor painting which will incorporate various techniques such as glazing, wet on wet, graduated tone and negative painting. Students will acquire understanding of basic color theory and composition. They will experiment with the different relationships of wet paper, dry paper, and pigments.

ARTS 203 **Painting** **3 Credits**
Introduces students to a variety of styles and techniques used in oil and/or acrylic painting. Canvas stretching and priming, color mixing, and brush selection will be addressed. Prerequisite: ART 101 or permission of instructor.

ARTS 219 **Photography** **3 Credits**
A foundation course covering the fundamentals of photography such as seeing/perception and critiquing, as well as the basic darkroom skills which allow the students to make technically good negatives and prints. A brief introduction to the history of photography is included.

BIOLOGY

BIO 101 **Principles of Biology I*** **4 Credits**
An introductory lecture and laboratory course in biology to develop an appreciation for the patterns and functions which characterize living organisms. Emphasis is placed on cellular biology. Topics include: the chemistry of life, cell structure, and cell metabolism (respiration, photosynthesis, protein synthesis). Corequisite BIO 101L.

BIO 102 **Principles of Biology II*** **4 Credits**
A continuation of Biology 101 that emphasizes the evolutionary history of life on earth. Topics include: Darwinian evolution, genetics, a survey of the five kingdoms of life, principles of ecology, and human ecology. The laboratory introduces the student to the diversity of living organisms. Prerequisite: BIO 101. Corequisite BIO 102L.

BIO 105 **Anatomy and Physiology I*** **4 Credits**
A comprehensive course designed to provide accurate information concerning the structure and function of the human body. The course will introduce the student to all aspects of human biology ranging from the chemical basis of life and cell biology to the anatomy and physiology of the major organ systems. Topics to be covered include: cell biology, major body tissues, and the structure and function of the following systems: skin, skeletal, muscular, nervous, and endocrine. The laboratory component will include dissection. Students should successfully complete one year of at least secondary level Biology before electing this course. Corequisite BIO 105L.

BIO 106 **Anatomy and Physiology II*** **4 Credits**
A continuation of BIO 105. The following systems are covered during the semester: digestive, respiratory, cardiovascular, lymphatic, urinary, and reproductive. The laboratory component will include dissection. Prerequisite: BIO 105. Corequisite BIO 106L.

BIO 110 **Nutrition for Living** **3 Credits**
An introductory course that focuses on the function of nutrients and their requirements throughout the life cycle. A review of current nutrition issues as they relate to personal health will be discussed. Topics include disease prevention, weight and fitness management, fad diets and nutritional trends.

BIO 140 **Women's Health and Well-Being** **3 Credits**
This course will explore the influence of women on the health care system past and present. The focus is on women's health issues including disease prevention and treatment, as well as techniques that empower students to control their own wellness. Topics include stress, time and weight management, communication and problem solving.

BIO 142 **A Healthy Lifestyle** **3 Credits**
A study of disease processes and prevention. Students will be introduced to strategies for personal health promotion including stress, fitness and lifestyle management. Topics for discussion include communication, problem solving, conflict resolution and intervention for addictive behaviors.

BIO 201 **Human Biology*** **4 Credits.**
A one semester lab course focusing on the functions of the human body in health and disease. The structure and function of the major body systems will be emphasized. Systems discussed include: skeletal, muscular, digestive, circulatory, excretory, reproductive, nervous and endocrine. Corequisite BIO 201L.

BIO 210 **Human Nutrition*** **3 Credits**
A study of the effects, benefits and sources of major nutrients. Includes an overview of nutritional issues involved in disease processes with a special focus on patient assessment and development of diet therapies for specific diseases. Prerequisites: BIO 105 and BIO 106.

BIO 310 **Genetics*** **3 Credits**
Students will be introduced to concepts that describe the biological basis of heredity. The course will begin with a historical and scientific analysis of Mendelian genetics. This will be followed by an examination of DNA of structure, the nature of chromosomes and genes, genetic control of cellular metabolism, the impact of gene mutations and an introduction to recombinant DNA technology. The course will conclude with the etiology of various genetic diseases and the science, ethics and politics of human gene therapy.

BUSINESS

BUS 101 **Introduction to Business** **3 Credits**
An introductory course designed to familiarize students with all aspects of the business world. Areas covered include: private enterprise, forms of ownership, legal aspects, management, marketing, human resources, operations management, labor relations, and finance. In addition, students will become aware of how business functions are integrated into an organization to achieve specific goals.

BUS 103 Principles of Management 3 Credits
An introduction to the role of management in large and small organizations, with emphasis on the development of management skills. Major objectives are to encourage responsibility, self reliance, critical thought, initiative, and creativity. Problem identification through analysis, and the solving of those problems are major aspects considered. Prerequisite: BUS 101 or permission of the instructor.

BUS 202 Overview of Health Care Industry 3 Credits
Course will explore the health care delivery system in the United States, its history, origin, and how it evolved over time. Each functional area and service will be covered. Analysis of the problems facing our health care system, such as rising costs of health and the need for reform. Office management, medical records, and documentation will be addressed. Prerequisite: BUS 101.

BUS 205 Fundamentals of Financial Services 3 Credits
The main focus of this course is to provide students with an overview of the history, purpose, and functions of financial services. It examines how the financial needs of businesses, individuals, and governments are served. A comparison of financial services offered will be explored. Prerequisites: ACC 101 and ACC 102.

BUS 206 Sales Principles 3 Credits
Analyzes salesmanship in modern business with emphasis placed on the principles and techniques of individual selling styles in both the retail and wholesale markets. Topics covered include: dramatization of the sale presentation; the selling role; buyer characteristics and motivations; and modern sales practices.

BUS 207 Marketing 3 Credits
Fundamentals of the nature of marketing are presented and evaluated for specific functions and institutions. Policies and practices as applied generally to marketing research involve product development, selection, channels of distribution buying, physical distribution selling, and policies. Pricing under competitive conditions, social benefits of competition, and government regulations are included.

BUS 209 Principles of Advertising 3 Credits
A broad view of advertising, dealing with its planning, creation, and execution in relation to the marketing cycle. Topics include: organization and operation of the advertising agency; publicity; public relations; behavioral sciences as applied to advertising; budgeting; and planning.

BUS 215 Legal Environment of Business 3 Credits
Provides a working knowledge of everyday law as it applies to business and personal needs. The focus is primarily on contract law and property law.

BUS 216 Law of Commercial Transactions 3 Credits
Subjects include: Articles II, III, and IV of the Uniform Commercial Code, corporations, agency, and insurance law. Prerequisite: BUS 215.

BUS 230 Small Business Management 3 Credits
Provides the student with an in-depth understanding of the establishment and operation of a small business. Emphasis will be placed on the elements and principles associated with store ownership. Topics will include: characteristics of business; legal forms of business ownership; preliminary planning of a business; problem areas common to new business; factors to be considered when buying an existing business, site location, store layout, and the importance of merchandising. Prerequisite: BUS 101.

BUS 232 Credit Analysis 3 Credits
Students taking this course will be introduced to credit analysis and appropriate loan making decision tools. This course includes loan interview procedures, credit investigation techniques, how to establish credit lines. Credit law and regulations will be explored during the semester, to provide students with an understanding of credit management. Prerequisites: ACC 101, ACC 102, BUS 205 Fundamentals of Financial Services.

BUS 235 Personal Finance 3 Credits
A study of personal finance that provides the foundation for studying and using personal financial planning techniques. This framework will be the basis for all financial decisions large and small. Topics covered are personal financial planning, consumer credit, budgeting, investments, and banking procedures. Risk analysis regarding portfolio management and tax liabilities will be examined. Prerequisites: BUS 101, ACC 101 and 102.

BUS 240 Collaborative Practicum 3 Credits
Students work collaboratively on a semester-long service project. Each student is expected to take on responsibilities related to his/her particular business concentration. Students will work closely with the instructor and a representative of the sponsoring organization. The chosen project will provide students with the opportunity to gain "hands-on" experience as well as to build teamwork and leadership skills. Prerequisite: Business Sophomore Standing.

BUS 301 Health Care Organization & Administration 3 Credits
Course is designed to acquaint students with how a health care organization functions. Each function will be explored. Planning, organizing, directing, and controlling the organization will be an integral part of this course. Students will look at health care from an administration and managerial standpoint. Prerequisites: BUS 101 and BUS 202.

BUS 302 Managing U.S. Health Care Resources 3 Credits
Students will acquaint themselves with the resources available within the health care industry. Such areas as health insurance, Medicaid, Medicare, community services, and the national health agency will be examined. Also, human resources, health care institutions, managed care, and public health agencies, and their value will be explored. Prerequisites: BUS 101, BUS 202, and BUS 301.

BUS 304 Organizational Behavior 3 Credits
Studies individuals within the context of the organization using a behavioral approach. Group dynamics and intergroup dynamics will also be emphasized in relation to productivity and work satisfaction along with the examination of specific aspects of organizations that influence behavior. Areas covered include structure, leadership, and change. Teaching modalities include case studies and role-playing. Prerequisites: BUS 101 and PSYC 101 or SOC 101.

BUS 305 **Business & Society*** **3 Credits**
Designed to acquaint students with the effects of business decisions upon society. Examines the relationships between business, governments, and society, and how each entity must coexist with the other. Ethical issues and public policy will be considered when making business decisions. Prerequisites: ETHS 101 and BUS 101.

BUS 308 **Managing Change** **3 Credits**
Examines the unique problems associated with managing organizations during mergers, reorganizations, and other times of change. Strategies to cope with change, as well as induce it, will be examined. Prerequisites: BUS 107 and permission of the instructor.

BUS 311 **Human Resource Management** **3 Credits**
Examines the staffing function of management including planning, recruitment, selection, training, motivation, appraisal, compensation, labor laws, and organizational development. This course will also address the current issues affecting the human resource manager including the changing work force and need to increase productivity as well as changes in the area of unions and affirmative action. Both class discussions and case studies will be used to prepare students for the personnel and related tasks involved in a management position. Prerequisites: BUS 101 and BUS 215.

BUS 312 **Labor Relations** **3 Credits**
Focuses on labor/management relations, particularly within a union environment. The role of unions and unionizing strategies will be discussed; emphasis will be put on the collective bargaining process, including interpretation and enforcement issues. The future of unions and effects of foreign competition will be included in discussions. Students will participate in case studies and simulations. Prerequisites: BUS 101, BUS 215 or BUS 311.

BUS 313 **Investments** **3 Credits**
This course is designed to acquaint students with the fundamentals of investing. The strategies used to create money from financial capital will be thoroughly examined. All types of financial instruments like stocks, bonds, mutual funds, futures, options, and commodities will be explored. The measurement tools used to assign risk and rate of return, performance, and value will be covered. Also, students will learn how to develop, analyze, and maintain a portfolio. Regulatory and ethical issues will be examined and considered in the decision-making process. Prerequisites: ACC 101 and ACC 102.

BUS 314 **Risk and Insurance Management** **3 Credits**
The basics of risk management will be covered in the course. Problems of liability and personal loss exposures of a business will be examined. Private insurance programs such as health and life insurance, and employee benefit plans are examined and assessed during this semester. Prerequisites: ACC 101, ACC 102, BUS 101, BUS 311, and BUS 313 Investments.

BUS 315 **International Business** **3 Credits**
Explores the economic, social, political, and legal contexts of conducting business in a multi-national environment; contrasts business activities of an international organization with those of a domestic one; examines issues affecting import and export of resources, as well as the influence of foreign businesses on domestic industries. Prerequisites: BUS 101 and ECON 201, or ECON 202.

BUS 317 Bankruptcy 3 Credits
This course is designed to teach the basics of foreclosures and bankruptcies. Students will examine the legal mechanics and requirements for foreclosures on real estate. Areas explored in the course are notice and entry, auctions and sale of personal assets, creditor duties and rights, and the various types of bankruptcies. Prerequisites: ACC 101, ACC 102, BUS 215, BUS 216, and BUS 232 Credit Analysis.

BUS 319 Direct Marketing 3 Credits
Focuses on strategies for selling products directly to consumers. This will include an examination of non-store retailing methods such as mailings, home shopping, and telemarketing. The procurement and use of mailing lists is studied as well as the potential impact of technological and environmental change on direct marketing. Prerequisites: BUS 207 and 209.

BUS 320 Marketing Research 3 Credits
Examines the process and tools involved in collecting, coding, and analyzing data. This course integrates the application of computer software in compiling and interpreting statistical data in relation to marketing decisions, such as those related to market segmentation and distribution. Prerequisites: BUS 207, PC 102, and MATH 208 or MATH 209.

BUS/MIS 325 Management Information Systems 3 Credits
Offers a systems approach to information and the application of computers to problem solving. Hardware and software issues are discussed; techniques for managing information are examined and new needs are defined. The communication process will be stressed along with creating channels of communication for effective use by management. Prerequisites: BUS 101, BUS 235, or PC 102.

BUS 326 Operations Management 3 Credits
Explores the application of mathematical models to business decisions, such as resource allocation and logistical concerns. Students will be exposed to linear programming, transportation models and various other quantitative tools. Prerequisites: MATH 205 and MATH 208.

BUS 332 Consumer Behavior 3 Credits
Examines the behavior of individuals and markets in relation to the purchase decision, including post purchase evaluation and consumption. A behavioral science approach will be taken. Prerequisite: BUS 207.

BUS 335 Creative Services 3 Credits
Examines the role of creative services in an advertising agency, and in marketing in general. Topics covered will include: Ad design and production, use of internal and external services, and media formats. Prerequisites: BUS 207 and BUS 209.

BUS 340 Nonprofit Management 3 Credits
Managing in the nonprofit sector is different than in the for-profit sector. Students will explore businesses that do not intend to maximize profit and retain it for future expenditures. Managers must operate under more regulated conditions and must be well prepared to interact within the public sector. Not for profit managers must be well versed in public policy and other regulations that affect them. These policies and regulations will be highlighted. Contact with outside agencies will enhance students' knowledge in this area. Prerequisite: BUS 101.

BUS 341 Marketing Nonprofits 3 Credits
Marketing for a nonprofit organization generally requires a different approach since these entities do not market tangible products. Students will be exposed to how to market ideas, causes, and people. Much of this course is dedicated to public relations and communication. Prerequisites: BUS 101 and BUS 207.

BUS 343 Financial Statement Analysis 3 Credits
Financial statement analysis is an essential skill in a variety of occupations, including investment management, corporate finance, commercial lending, and the extension of credit. This course provides detailed guidelines on how to read and interpret balance sheets, income statements, and other key financial documents. Expanded coverage of revenue recognition, new techniques for analyzing credit risk, and the role of the auditor are explored. Prerequisites: ACC 101 and BUS 101.

BUS 345 Global Marketing 3 Credits
The complexity of operating in the global marketplace makes many demands of the marketer. The globalization of marketing takes place after the company has international experience in multiple markets. The three fundamental areas of corporate globalization will be covered: (1) integrate sourcing, production, and marketing; (2) allocate resources to achieve a balanced portfolio and growth; and (3) coordinate marketing activities across countries and regions. Importing, exporting, and licensing considerations will be explored. Prerequisites: BUS 101, BUS 207, and ECON 202.

BUS 347 Planning and Marketing Health Care Services 3 Credits
This course examines how health care services are marketed. Students will develop a marketing plan to offer a health service product. Market research and market development will allow students to gather information regarding the needs of their target market. Students will research types of coverage offered, costing techniques, and develop effective advertising strategies to fit the target market. Prerequisites: BUS 101, BUS 202, BUS 207, BUS 301 and BUS 302.

BUS 351 The Woman Entrepreneur 3 Credits
This course is designed to introduce students to the concept of women as entrepreneurs. Explores the management style of women, why women start a business, obstacles faced by women, and the business opportunities available to women. Also, the steps taken to start and operate a business will be examined. Prerequisite: BUS 101.

BUS 352 Estate and Trust Planning 3 Credits
Students are taught the general principles and techniques of estate planning. Each student will prepare an estate plan for a client. This course introduces students to gift, estate and generation-skipping transfer taxation. Many planning techniques used to minimize the impact of taxes on the transfer of wealth are covered in this course. Prerequisites: ACC 101, ACC 102, BUS 313 Investments, BUS 314 Risk and Insurance Management, and BUS 216 Law of Transactions.

BUS 353 Commercial Banking 3 Credits
Examination of means of solving the many aspects of bank management and other financial institutions will be examined. Problems and practices dealing with asset management, competition for funds, and capital management are covered. Techniques used to measure asset performance, public relations, and community involvement are explored. Prerequisites: BUS 205 Fundamentals of Financial Services, BUS 232 Credit Analysis, Econ 250 Money and Banking.

BUS 354 Money and Capital Markets 3 Credits
Extensive examination and both money and capital markets will be conducted. Students will get "hands-on" experience evaluating long and short-term instruments. Students to connect theory to practice will conduct much technical and financial analysis. The basic characteristics of these markets and their contribution to the portfolio will be explored. The case method will be used to provide students with "real world" decision-making situations. Prerequisites: BUS 313 Investments, ACC 231 Financial Management, Econ 250 Money and Banking, and Econ 301 International Trade and Finance.

BUS 399 Internship Seminar 1 Credit
The seminar will be offered each Fall to assist students in planning their internship, including potential sites. Securing an internship for the following Spring is the main objective for each student enrolled in the seminar. As a part of the course, students will develop resumes appropriate for use in securing internships, become familiar with appropriate interviewing techniques, and visit a job fair. The following also are to be part of the covered topics: networking, career development, and issues in the workplace. The course must be completed before students begin their internships. Prerequisites: Senior standing or permission of the Department Chair.

BUS 400 Internship 3 Credits
The internship is scheduled to take place during the 2nd semester of the senior year. Students serve as interns, at the site approved from the seminar course taken in the Fall, a total of 144 hours over a 12-week period, done concurrently with on-campus course work as shown in the curriculum for each program. Detailed reports and other written requirements are to be submitted when due during and at the conclusion of the internship. The internship coordinator, generally the department chair, monitors each student's performance and visits each internship site as needed. Prerequisite: BUS 399.

BUS 402 Business Policy 3 Credits
A capstone course that will require students to apply a broad knowledge of management and administrative techniques to specific situations. An emphasis will be placed on strategy formulation and implementation. The case study method is used. Prerequisite: Senior standing.

BUS 405 Marketing Management 3 Credits
Advanced study of the concepts introduced in BUS 207. Students will take the basic marketing concepts and bring it to practical application. Students will explore the linkages between the development of the product/service through the sale of the final product/service. Market development and maintenance will be closely examined. Prerequisites: BUS 101, BUS 207, ECON 201 and ECON 202.

CHEMISTRY

CHEM 111 Principles of Chemistry* 4 Credits
Examines topics in inorganic and organic chemistry relevant to health sciences. Topics in inorganic chemistry include: atomic structure, stoichiomestry, chemical bonding, acids and bases, equilibrium, and chemistry kinetics. An introduction to organic chemistry will include structure and reactions of the alkanes, alkenes, aromatic compounds, oxygen containing compounds, and nitrogen containing compounds. The structure and function of carbohydrates, lipids, proteins, and enzymes will be covered. The biochemistry of the vitamins will also be presented. Laboratory experiments are conducted to complement the material covered in lecture. Prerequisite: MATH 103. Co-requisite CHEM 111L.

CHEM 201 Physiological Chemistry I* 4 Credits
Provides a foundation in basic chemistry for students majoring in one of the health professions. Basic concepts covered include: properties of matter, energy, atomic and molecular structures, and chemical formulae. Classification of chemical reaction types and mass/molar relationships in chemical calculations will be studied. Chemical reaction rates and equilibria will be presented. The gas laws will be introduced. A study of solution chemistry will include: Henry's law, molarity, electrolytes, vapor pressure, osmosis, and osmotic pressure. The chemistry of acids, bases and buffer systems will be included. An introduction to radioisotopes and radioactive decay will be provided. Specific applications to the health professions such as medical uses of radioisotopes, homeostasis, dialysis, biomaterials, the pH of body fluids, and oxygen transport will be presented in conjunction with the material presented in lecture. Laboratory experiments are conducted to complement the material covered in lecture. Prerequisite: BIO 102 or BIO 106. Corequisite: CHEM 201L.

CHEM 202 Physiological Chemistry II* 4 Credits
Provides a foundation in basic organic and biological chemistry with a clinical emphasis. General properties, structure, and major chemical reactions of alkanes, alkenes, alkynes, aromatics, alcohols, ethers, ketones, phenols, and amines will be discussed. The structure and chemical properties of simple and complex carbohydrates and lipids will be covered. Protein, amino acid, carbohydrate, and lipid metabolism will be presented and selected pathologies which alter metabolic functions are included. The course will conclude with coverage of nucleic acids and protein synthesis. Structure, function, and reproduction of genetic material will be studied. Genetic mutations and their role in hereditary disease will be included. Laboratory experiments are conducted to complement the material covered in lecture. Prerequisite: CHEM 201. Corequisite: CHEM 202L.

CHEM 301 Human Biochemistry* 3 Credits
An in-depth study of biochemical substances and their reaction in the body with major emphasis placed on metabolism at the cellular level and examined in the tissues of the various organs where these reactions occur. Correlation of biochemical processes underlying pathologic conditions will be made whenever practical. Prerequisite: CHEM 202.

COMMUNICATIONS

COM 101 Understanding Mass Media* 3 Credits
A survey of the theories, history, economics, audience, and regulations of the major forms of mass media, including newspapers, magazines, motion pictures, radio, television, and new electronic communications. Students develop a basic understanding of the roles of mass media and their effects on society and the individual.

COM 103 Introduction to Human Communication* 3 Credits
Basic survey of human communication, especially interpersonal and group. Attention will be given to perception, language and meaning, listening, theories of persuasion, nonverbal communication, small group discussion, and interviewing.

COM 203 Effective Speaking* 3 Credits
Provides instruction and practice in preparing and delivering the various kinds of oral presentations encountered by professionals. Students will learn how to analyze audiences, organize different types of presentations, prepare and use visual aids, deliver presentations to different audiences and respond to questions. Students will be taught to express themselves in a clear, confident, responsible, and appropriate manner. The classroom environment will be conducive to confidence building and overcoming the fear of speaking.

COM 205 Media and Society* 3 Credits
Mass media have revolutionized society in the last century. This revolution will be examined with reference to some of its causes, dimensions, contexts, and effects. The examination will be done from a constructively critical point of view, with a particular focus on the intersection of media and societal values. Attention will also be paid to the relationship of the media and various special areas, such as sex, violence, children, politics, minorities, and the technological future.

COM 209 Journalism 3 Credits
In this course students learn reporting and writing techniques necessary to produce a variety of types of articles. Assignments may include politics, sports, entertainment, and interviews.

COMPUTER APPLICATIONS

PC 101 Introduction to Word Processing 1 Credit
This course is designed for students who have had little or no experience with computers. Students are introduced to the basic components of a computer, the Windows environment, electronic mail, and word processing. They learn how to create, save, retrieve, edit, format, and print documents such as letters, reports, tables, resumes, and research papers. Satisfies part of the computer literacy requirement for Associate Degree candidates.

PC 102 Introduction to Databases 1 Credit
This course is an introduction to database technology. Students will create and manipulate data files using a commercial database management system, explore structured bibliographic databases used by the collegiate library systems, and utilize various search tools in order to effectively browse, evaluate, and download data available on the Internet. Satisfies part of the computer literacy requirement for Associate Degree candidates.

PC 103 Introduction to Spreadsheets 1 Credit
This course is an introduction to spreadsheet technology. Students will create, edit, and enhance worksheets and charts, as well as utilize formulas, formatting and function features. Satisfies part of the computer literacy requirement for Associate Degree candidates.

PC 104 Advanced Spreadsheet Technology 1 Credit
This course is designed for students who are familiar with the basics of computerized worksheets. Students create templates, build fields with multiple worksheets, apply the program's database functions to sort, filter, export and analyze data. Prerequisite: PC 103. Satisfies part of the computer literacy requirement for Associate Degree candidates.

PC 121 Computer Concepts and Uses 3 Credits
This course is designed for students who have had little or no experience with computers and provides an in-depth introduction to computer concepts, uses, and issues relating to computer literacy and the significance of computers in the information age. The major focus of this course is to provide students with a foundation upon which to develop decision-making, problem-solving, and critical thinking skills relating to computer use on a personal and career-oriented basis. Students will explore software applications including operating systems, word processors, database systems, spreadsheets, and communications packages; hardware components such as input and output devices; multimedia hardware, software and design issues; and security, privacy and ethical issues. Strategies for purchasing, installing, and maintaining a personal computer will be provided. A final collaborative project involving the concept of connected learning, presentation skills, and the integration of software applications is required. Recommended for students with limited or no prior computer experience, this course satisfies the computer literacy requirement.

PC 131 **Computer Applications** **3 Credits**
(formerly PC 105)
This course is designed for students who have had some previous experience with computers. Students will be introduced to an integrated office suite using the Windows environment. The major focus of this course is to provide students with a foundation upon which to develop decision-making, problem-solving, and critical thinking skills relating to computer use on a personal and career-oriented basis. Students learn the skills necessary for creating, storing and manipulating data using word processing, database, spreadsheet, and presentation applications. Students also learn search techniques to access data on the Internet as well as how to incorporate data created in one software application into other applications in the office suite. A final collaborate project involving the concept of connected learning, presentation skills, and the integration of software applications is required. The student should be able to transfer the skills acquired in this course to other office suites that use the Windows environment. Satisfies the computer literacy requirement.

PC 240 **Desktop Publishing** **3 Credits**
This course is an introduction to graphic design and page layout as it applies to the creation of camera-ready logos, flyers, brochures, newsletters, and menus using QuarkExpress software. Students will create an original project, develop a critical eye, identify and efficiently use hardware required of publishing software, and learn to communicate through visual, oral, and written presentations. Prerequisites: PC 121, 131 or equivalent course. Requirement for Hotel and Travel/Tourism Administration majors.

PC 340 **Computers in the Classroom** **3 Credits**
(formerly 203)
This course is designed to explore the use of the computer as an educational tool. Students will learn how to integrate technology into the classroom as an additional tool designed to complement established and emerging methodologies. Students will examine a variety of instructional technologies, utilize computer applications, and implement learning activities using technology. Students will participate in a variety of learning experiences including lectures, group discussions, hands-on practice, on-line research, small group projects, and written exercises. Prerequisites: PC 121, 131 or equivalent course. Requirement for Education majors.

PC 341 **Internet Applications & Issues** **3 Credits**
(formerly 220)
This course is designed as a comprehensive exploration of the developments relating to publishing on the Internet, browsing the World Wide Web, and exploring business issues relating to the Internet. Topics range from issues involving e-mail to advanced HTML coding as well as privacy and security topics. Students will communicate by e-mail, locate timely print and online references, lead topical discussions, complete short exercises, and prepare a comprehensive web page using HTML code. Prerequisites: PC 121, 131 or equivalent course. Satisfies requirements for a Business elective. May be used to satisfy computer literacy requirement with permission of Academic Computing Director.

PC 342 **Photoshop** **3 Credits**
This introductory course will provide students with the skills needed to manipulate graphics with the use of Photoshop 5.5. Beginning with an overview of the software, students will learn how to create, retouch, and adapt images for use in Web pages as well as publications. Prerequisites: PC 121, 131 or equivalent course.

CRIMINAL JUSTICE

CJ 101 **Introduction to Criminal Justice** **3 Credits**
This course is an overview of the history, philosophy, ethics, and legal issues related to the criminal justice system. It explores the process of American criminal justice and the agencies that contribute to it.

CJ 102 **Police and Society** **3 Credits**
The course examines styles of policing, federal and local law enforcement agencies, and private protective services. It explores topics such as the cultural expectations of police, subculture issues, discretion, corruption, use and abuse of authority as well as other legal, ethical and professional aspects of policing. Prerequisites: LS 101, CJ 101.

CJ 201 **Criminology** **3 Credits**
This course explores theories related to the causes of criminal behavior. It examines crime measurement and sources of crime data and types of criminal activity, with attention to the characteristics of victims and offenders. Prerequisite: CJ 101.

CJ 204 **Criminal Law** **3 Credits**
This course examines the history and contemporary practice of criminal law. Topics include the purposes of the law, categories and general features of crime, elements of criminal offense for prosecution, and categories of defenses. Prerequisites: LS 101, CJ 201.

CJ/POLS 301 **Constitutional Law** **3 Credits**
Serves as an introduction to American constitutional interpretation. Topics to be covered include legal precedent, legal issues surrounding the executive and legislative branches of the federal government, the role of the Supreme Court as a political institution, and the Court's interpretations of issues dealing with the Bill of Rights to the present.

CJ 302 **Correctional Process** **3 Credits**
This course explores probation and parole, including rehabilitation and reintegration of offenders through community-based corrections. It provides an historical and contemporary view of prisons and punishments as well as an examination of prison life, adjustment issues for inmates and personnel, the prison community, and the impact of institutionalization on the offender. Prerequisite: CJ 301.

CJ 304 **Criminal Investigations** **3 Credits**
This is an upper-level course that examines the fundamentals of criminal investigation, including scientific aids, courses of information, interviews, and interrogations, collection and preservation of evidence, methods of surveillance, follow-up and case preparation. Prerequisites: CJ 101 and CJ 102.

CJ 310 Criminal Procedure 3 Credits
This upper-level course will examine the law of search and seizure including such concepts as search incident to arrest, seach warrants, consent searches, emergency searches, administrative searches, and other procedural issues. Special emphasis will be placed on the study of the exclusionary rule and its implications for the criminal justice system and society at large. Prerequisites: CJ 101 and CJ 201.

CJ 312 The American Court System 3 Credits
This course examines the American Court System by studying the duties and responsibilities of the prosecutor, the defense counsel, the jury and the judge. Students will analyze the state and federal court systems and learn about the role of the courts in various stages of the criminal justice process from plea bargaining to sentencing. The course will also focus on recent topical cases and the obstacles faced as such cases move through the court system.

CJ 306 Juvenile Justice (currently SOC/POLS 235) 3 Credits
This course introduces students to the Juvenile Court system. It examines topics such as juvenile law, court diversion, dispositions, sentencing, waivers, CHINS petitions, and the role of youth services. Prerequisite: CJ 301.

CJ/LS 325 Evidence 3 Credits
This is an upper-level course that provides a detailed examination of the law of evidence. Topics will include types of evidence, principles of exclusion, evaluation and examination of evidence, competency of witnesses, and the rule against hearsay evidence and the exceptions to this rule. Prerequisites: LS 101 and CJ 101.

CJ 401 Criminal Justice Internship and Seminar 6 Credits
This course provides an opportunity for Criminal Justice students to participate in an individually arranged, college-supervised internship for approximately 12 hours per week in a professional work setting related to the student's interest.

CJ 410 Criminal Justice Administration 3 Credits
This upper-level course will examine the organization and procedures within various criminal justice agencies. Emphasis will be placed on the study of methods adopted by progressive agencies to insure effective criminal justice service to the community. Prerequisites: CJ 101 and LS 101.

CJ/LS 415 Justice, Society and the Law 3 Credits
This upper-level course introduces the student to the latest debates surrounding issues of justice in society today. Students will learn to understand and analyze the various societal and policy implications of laws regarding current issues facing modern society. Special emphasis will be placed on issues involving competing "rights." Prerequisites: CJ 101 or LS 101 or any introductory social science course or permission of instructor.

CJ/LS/IDS 431 Justice Race and Gender 3 Credits
This upper-level course is designed to identify and discuss issues unique to women and minorities within the context of the justice system in the United States and other countries by focusing on gender and race based differences related to law and justice. This course will also examine relevant historical and contemporary political issues and movements. Prerequisite: Any introductory social science or justice studies course or permission of instructor.

DRAMA

DRMA 101 Introduction to the Arts of the Theatre* 3 Credits
Introduction of the principles and practice of the correlated arts which make up the production of a play in the theatre. Analysis of the dramatic script in terms of the actor, the director, the scenic, costume, and lighting designers, and the technicians. Lab theatre productions integrate the content of the course.

EDUCATION

ED 101 Child Development I 3 Credits
An examination of infant and toddler development from conception to age three in the following areas: physical, cognitive, emotional, and social. Students investigate the types of programs serving infants and toddlers, and focus on creating optimum environments for very young children.

ED 102 Child Development II 3 Credits
An examination of the physical, cognitive, social, and emotional development of the preschool and school age child. Class discussions focus on characteristic behavior as related to the growth sequence, the influences of adult guidance, and important issues in this developmental period.

ED 106 Orientation to Early Childhood Education 3 Credits
An introduction to the history, philosophy, and psychology of early childhood education. An understanding of the role of the teacher is acquired; early childhood settings are surveyed. Twenty-five hours of supervised participation in an early childhood setting is included. Prerequisites: ED 101 and ED 103.

ED 202 Supervised Field Placement Seminar 2 Credits
Weekly seminar sessions provide an opportunity to examine and discuss the issues that arise from a student teaching experience and those related to the early childhood professional. Corequisite: ED 202L.

ED 202L Supervised Field Placement 4 Credits
Students spend 12 hours per week in an early childhood setting for children younger than five years old as a student teacher. This field placement is designed to meet the standards associated with a preschool teaching qualification as defined by the Massachusetts Office for Children. Corequisite: ED 202. Permission of Department Chair required.

ED 203 Foundations of Education 3 Credits
This course provides the elementary teacher candidate an overview of the teaching profession. Students study the historical foundations of education beginning with ancient civilizations, historical developments in American education and current trends. Students are introduced to the pioneers in education, philosophical foundations, issues involved in financing public education, social, cultural, and racial issues. The course also discusses legal aspects of education, teacher organizations, and educational reform.

ED 204 Children's Literature 3 Credits
A survey of the place of children's literature and its roles in the education and development of the young child. Lectures, readings, and discussions focus on the historical influences as well as the evaluation and selection of contemporary books. For Education majors only.

ED 205 Curriculum for Young Children 4 Credits
This course will explore the teaching methods and materials for planning developmentally appropriate activities in art, music, math and science for very young children in preschool and daycare settings. Prerequisites: ED 106 and ED 106L.

ED 207 Curriculum Design and Assessment 3 Credits
This course examines curriculum theory and design in the elementary school classroom. Implementation of curriculum is addressed and the role of evaluation and assessment is emphasized. The uniqueness of the elementary school educator in the delivery of curriculum is addressed. The Massachusetts Curriculum Frameworks are discussed as well as other curriculum models from other states. Students design an interdisciplinary curriculum and include multicultural content. Students make observational visits to public and private schools.

ED 211 The Exceptional Child* 3 Credits
An introduction to the classification and psychological characteristics of the visually and hearing impaired, mentally retarded, gifted, and physically and emotionally handicapped children. Emphasis is on their special needs during the preschool and elementary school years. Prerequisite: ED 101 or PSYC 101.

ED 213H Honors Supervised Practicum 4 Credits
This field placement at one of the Lasell Child Study Centers is offered to Education majors who have demonstrated academic excellence during their freshman year of study. Permission of the Department Chair is required.

ED 215 Early Literacy, Children's Literature, and Language Arts 4 Credits
This course will focus on the process of acquiring literacy. Literature for very young children will be explored. Inventive Spelling and its relationship to reading, penmanship, vocabulary development and classroom experiences that promote literacy development will be presented. Multicultural, and bilingual issues are discussed.

ED 229/SOC 229 **Multicultural Issues in Schools and Communities*** **3 Credits**

This course examines multicultural issues and their impact on diversity, pluralism, and bilingual populations. These learning experiences explore the sociological and educational perspectives of various cultures, languages and environments, including the school and society as a whole. This class is cross-listed as SOC 229 and ED 229. Prerequisite: SOC 101.

ED 308 **Planning, Assessment and Evaluation** **3 Credits**

This course will provide students with a background in basic statistics and techniques of measurement. This knowledge will be applied to tests developed and administered by teachers and to standardized tests and other instruments used in educational settings.

ED 311 **Environments in Daycare** **4 Credits**

An examination of the design of learning environments for infants, toddlers, and preschool children. This course examines how to evaluate and develop environments that support the optimal development of young children physically, socially, emotionally, and cognitively. Senior Daycare Program Administration students only. Permission of Department Chair required.

ED 312 **Science for Young Children** **3 Credits**

A "hands on" thematically taught course. Students examine early childhood science curriculums and teaching strategies. The course examines ways of connecting science concepts with other areas of the early childhood curriculum. The discovery approach, inquiry, exploration, cooperative learning, experimentation and science vocabulary are addressed. The connections between children's understanding of science and cognitive development are made.

ED 313 **The Teaching of Reading and Writing** **3 Credits**

This course will focus on the many approaches, practices and programs involved in the teaching of reading and writing. Multicultural and stategies concerning bilingual children will be addressed. Principles of phonics, whole language, writing and its relationship to reading are explored. Spaulding, Ortin-Gillingham and Wilson reading approaches will be explored. Informal and formal reading assessment techniques will be presented. The development of vocabulary, word relationships and grammar will be covered.

ED 314 **Health and Physical Education for the Elementary School Child** **3 Credits**

Techniques for teaching health and physical education activities to elementary school children are addressed. Students explore developmentally appropriate activities for the development of fine and gross motor skills. Non-competitive physical activities and lead up games for team sports are explored. Scientific principles such as laws of motion and other mechanical analysis of motor activities are covered. Students are introduced to strategies to assess motor skill development. Health issues and curriculum appropriate for the elementary school child are addressed. Curriculum materials are explored as well as elementary school programs such as D.A.R.E. and Individual Differences.

ED 315 **Classroom Field Experience/ Prepracticum: Elementary** **3 Credits**

ED 316 **Classroom Field Experience/Prepracticum: E.C.E** **3 Credits**

ED 317 **Classroom Field Experience/ Prepracticum: Special Education** **3 Credits**

Students are provided with 150 hours of supervised placement experience in classrooms appropriate for their concentration. Students observe and assist their cooperating teacher with classroom responsibilities. A weekly seminar provides a forum for discussion of prepracticum-related issues.

ED 321 **The Special Needs Child in the Classroom I** **3 Credits**

This course examines vital dimensions concerning the special needs child in the early childhood and elementary classroom setting including: early identification of development delays, continuous assessment, appropriate curricula, effective teaching strategies, parental involvement, multidisciplinary interaction, and the design and implementation of the Individual Education Plan and Individual Family Service Plan. Seven areas of skill development are analyzed: self-help, gross motor, fine motor, communication, perceptual, conceptual, and social-emotional. Prerequisites: ED 202L and 211.

ED 322 **The Special Needs Child in the Classroom II** **3 Credits**

This course builds upon The Special Needs Child in the Classroom I, but emphasizes grades four through nine. The course explores: inclusionary education, instructional specialists approaches, team teaching, adaptive curricular materials, theories and evaluative assessment for mainstreaming, federal and state policies affecting the teaching of children with special needs, and the influence of the home and community environment on special needs learners. Prerequisites: ED 321 and Pre-practicum.

ED 323 **Methods and Materials for the Special Educator** **3 Credits**

This course examines appropriate strategies to effectively educate special needs learners through grade nine. The course explores: mainstreaming and its educational implications, diagnostic test information, IEP planning and implementation, selection and adaptation of curriculum materials and instruction strategies, planning student placement and services, and working with families, school personnel and community agencies. Prerequisites: ED 304 and ED 306.

ED 324 **Health and Physical Education for Early Childhood Education** **3 Credits**

Students in this course are introduced to experiences that promote the acquisition of motor skills (both gross motor and fine motor) for young children. Students review current health curriculums that are designed for young children and explore a variety of teaching strategies. Students are also introduced to school programs that address the needs of young children, such as D.A.R.E. and others.

ED 325 **Daycare Concentration Administrative Practicum** **3 Credits**

This practicum provides students an opportunity to examine administrative styles in Daycare environments.

ED 333 Principles of Special Needs Assessment 3 Credits
In this course comprehensive evaluation methods, non-bias testing, and assessment regulations are examined and discussed. The course focuses on interpretation of test results and examining assessment and its impact on culturally and linguistically diverse children. Students will learn to use test data to develop and write educational objectives for special need populations.

ED 335 Mathematical Concepts for Young Children 3 Credits
The development of pre-math skills, 'number sense,' 'one to one' correspondence, meaning of operations, estimation, graphing and patterns are addressed. The use of developmentally appropriate materials, manipulatives, technology, and children's literature for the teaching of math is covered. The exploration of a variety of math curriculums, assessment techniques and the use of the Massachusetts Curriculum Frameworks for designing instruction are explored.

ED 405 Practicum for Pre-K-3 12 Credits
Students are placed in early childhood environments for a full five day a week placement. Students assume increasing responsibility in their placements and end with a "take over" week in the classroom. A weekly seminar provides a forum for discussion of practicum related issues.

ED 406 Practicum for 1-6 12 Credits
Students are placed in elementary schools for a five day a week placement. Students assume increasing responsibility and end with a "take over" week in the classroom. A weekly seminar provides a forum for discussion of practicum related issues.

ED 407 Special Education Practicum 3 Credits
This practicum provides students with experience in two different educational settings, including an inclusionary public school classroom and one of the following: a public school resource room, an M.G.L. 71 Approved Private School, an institutional school facility, or an educational collaborative. Students spend a minimum of 150 hours over seven weeks in each setting.

ED 418 Social Studies, Multiculturalism and the Arts 3 Credits
In this course students explore research on social studies education as well as the teaching methods and related teaching materials that encourage learning in this discipline among children in an elementary school setting. In addition, students examine a variety of ways in which to effectively integrate the arts into the elementary curriculum.

ED 411L Daycare Program Administration Internship 7 Credits
Students will expand their current Massachusetts Office for Children teaching qualifications by selecting an infant, toddler or preschool setting for their internship placement. A minimum of 200 hours of work with children will be required. Prerequisite: Senior ED students only and permission of Program Director required. Corequisite: ED 411.

ED 411 Daycare Program Administration Internship Seminar 2 Credits
This two-hour weekly seminar will provide a forum for discussion of daycare teaching and administrative issues that emerge from the daycare internship experience. Corequisite: ED 411L.

ED 415 Daycare Program Administration 3 Credits
This course will focus on administrative issues in daycare including: staffing, supervision, state regulations, budget considerations, services to children and families, curriculum evaluation, and professional networking and leadership strategies. Prerequisite: ED juniors and seniors only.

ED 416 Math & Science Concepts and Curriculum for the Elementary School Classroom 4 Credits
Students are exposed to science and math curriculums currently used in elementary classrooms. Math concepts, from children's initial understanding of 'number' to the teaching of fractions, decimals, ratios, and percent are covered. Principles related to the teaching of geometry, measurement and probability are also covered. Students are taught how to incorporate the use of manipulatives and developmentally appropriate materials.

ECONOMICS

ECON 201 Principles of Economics-Micro* 3 Credits
An introduction to the principles of the economic behavior of individuals, firms, and industries in the mixed economic system. Topics include consumer demand; elasticity; supply and costs of production; the allocation of economic resources; international trade; and the role of government in promoting economic welfare.

ECON 202 Principles of Economics-Macro* 3 Credits
Basic functions of the United States economy viewed as a whole and policies designed to affect its performance. Topics include economic scarcity; causes of unemployment and inflation; money and monetary policy; the impact of government taxation and spending; and the federal debt. Some consideration is given to international economic problems and to contrasting economic systems.

ECON 250 Money and Banking* 3 Credits
The structure, operation and control of financial institutions in the United States. Course focus includes the impact of the money supply on prices, income, and employment. United States monetary policy and its relationship to other forms of stabilization policy will be examined, along with the current domestic and international monetary problems. Prerequisites: ECON 201 and ECON 202.

ECON 301 International Trade and Finance* 3 Credits
An examination of trade theory, tariffs, and import quotas; adjustment mechanisms, foreign exchange, and exchange controls are also covered. Additional topics include the theory of comparative advantage, the causes and consequences of imbalances in the balance of payments or exchange rates, and the evolution of the international monetary system. Prerequisites: ECON 201, ECON 202, and MATH 103.

ECON 325 Economics of Poverty and Discrimination* 3 Credits
Course is primarily concerned with distributive economics. It examines the economic cost and burden of poverty as well as discrimination and its consequences for policy determination. Prerequisite: ECON 201 or ECON 202.

ECON 330 Economics of Health Services* 3 Credits
Course focuses on the methods of financing health services, including the role of health insurance. Examination of the relationship between expenditures for medical care and the economy's health level. A review and analysis of other countries' approaches to health services will also be included. Prerequisite: ECON 201 or ECON 202.

ENGLISH

ENG 097 College Reading 2 Credits
Focuses on developing reading comprehension skills. These skills include finding main ideas, making inferences, summarizing, and retaining information. Strategies for reading textbooks will be addressed. Assignments will include exercises related to reading skills as well as individualized assignments based on students' academic needs. Placement in this course is based on the English Assessment tests.

ENG 098 English as a Second Language Workshop 2 Credits
Designed for students for whom English is a second language. The course is required for students who need to develop communication skills in English. The course will include listening, speaking, reading, grammar, and writing with particular emphasis on the communication skills necessary to succeed in an academic setting. Placement in this course is based on English assessments.

ENG 099 English as a Second Language 2 Credits
Designed for students for whom English is a second language. This course is required for students who need to develop increased proficiency in reading, writing, speaking, and listening comprehension skills. Special emphasis is placed on reading and writing academic materials. Placement in this course is based on the results of the reading and writing assessments.

ENG 100 Basic Writing 2 Credits
Develops and reinforces basic writing skills. The focus is on paragraph organization, sentence structure, and individualized work on grammar. The student can expect informal exercises, graded assignments, and conferences with the instructor to work on particular writing problems. This course includes a writing lab. It does not fulfill the English Core requirement credits. Placement in this course is based on the results of the writing assessment.

ENG 101 Writing I* 3 Credits
Concentrates on improving the student's attitude toward writing as well as the writing itself. The student can expect to write informal exercises, nongraded papers, graded papers and journals. Scheduled individual conferences with the instructor are for the purpose of working on the student's particular writing projects and problems. Based on the results of the writing assessment, students may be placed in a Writing Lab as part of this course. Students must receive a grade of "C" or higher in order to pass this course.

ENG 102 Writing II* 3 Credits
Continuation of ENG 101. Concentrates on the student's writing ability. There is a greater emphasis on exploring various literary types and themes such as Women in Literature, Recent Fiction, and Family in Literature. Students must receive a grade of "C" or higher in order to pass this course. Prerequisite: ENG 101.

ENG 103 Effective Writing* 3 Credits
Designed for students for whom English is a second language. Necessary skills are developed to produce essays of increasing length, level of complexity, and varying forms: narrative, descriptive, process, example, comparison/contrast, cause/result and argumentative. Students summarize and paraphrase selected readings. (Students will be assigned to this course based on initial assessment results.) (Successful completion of this course satisfies the English 101 Core requirements.)

ENG 201 English Literature: Selected Themes and Writers* 3 Credits
A survey that offers a special thematic approach to the study of English literature. Various authors, who might include Chaucer, Shakespeare, Shaw, and Yeats, are studied within such contexts as convention and revolt; the hero and the heroine; or evil and decadence. Prerequisite: ENG 102.

ENG/IDS/PHIL 202 Aesthetics* 3 Credits
Creativity, interpretation, expression, style, symbolism, evaluation, art, and societyn-dashall from the philosophical perspective. Students are exposed to a variety of approaches to the question "what is beauty?" The arts and everyday experiences are examined in an effort to answer the question about beauty, as well as the other questions such exploration raises. Course fulfills either philosophy or literature requirements of specific programs. Prerequisite: ENG 102.

ENG/IDS/PHIL 203 Existentialism* 3 Credits
An examination of such questions as: "who am I?"; "what relationship(s) do I have with myself?, with others?, with the universe?" Readings are taken from Kierkegaard, Nietzsche, Heidegger, Buber, Jaspers, Sartre, and others. The influence of existentialism on psychology, society, art, religion, and politics is explored. Course fulfills either philosophy or literature requirements of specific programs. Prerequisite: ENG 102.

ENG 204 Professional Communications 3 Credits
Designed to provide an understanding of business and career-related writing, including letters, memos, instructions, and reports. Special emphasis is given to various writing processes to be used when the time is short, form is prescribed, and the audience is real. Prerequisite: ENG 102. (Does not fulfill English Elective requirement.)

ENG 205 American Literature I* 3 Credits
This survey course introduces students to American Literature using a chronological, culturally-derived approach. The course traces the major contributions of classic American authors to the literary development of the nation. The period from the Puritans through the American Renaissance is covered. Prerequisite: ENG 102.

ENG 206 American Literature II* 3 Credits
A continuation of American Literature I, covering post-Civil War writing, American Naturalism, and the twentieth century, with an emphasis on the contributions of significant contemporary authors. Prerequisite: ENG 102.

ENG 208 The Development of the English Language 3 Credits
This course examines the nature of the English language and includes exposure to aspects of the history of the language, linguisitics, and grammar.

ENG 215 The British Novel* 3 Credits
Readings concentrate on major works from the 19th and 20th centuries. Background is provided on the history of the novel from Elizabethan origins. Prerequisite: ENG 102.

ENG 217 Contemporary Literature* 3 Credits
Representative English, American, and continental literature of the modern period with an emphasis on existential thought, alienation, and such literary movements as realism, naturalism, surrealism, and the absurd. Prerequisite: ENG 102.

ENG 219 Creative Writing 3 Credits
In this course students explore various types of creative writing including fiction, poetry, and screenwriting. Students do a wide range of in class and out of class writing assignments, and have the opportunity to select one form for a major project.

ENG 224 Film and Literature* 3 Credits
The historical development, techniques, and critical appreciation of significant films. Stresses various contributions and problems of the screenwriter, actor, director, cinematographer, and editor. Prerequisite: ENG 102.

ENG 225 The Short Story* 3 Credits
Studies the development of the short story as a twentieth century form; critical and creative approaches are offered. Selections are taken from such authors as Edith Wharton, Ernest Hemingway, William Faulkner, Joyce Carol Oates, Doris Lessing, and Alice Walker. Prerequisite: ENG 102.

ENG 227 The Literature of Travel and Adventure* 3 Credits
Selected reading in the literature of travel and adventure from classic and contemporary sources. Both travelogues and works of fiction are considered. Settings for the readings are worldwide. Prerequisite: ENG 102.

ENG 230 Themes in American Literature* 3 Credits
Themes such as innocence and experience, conformity and rebellion, love and hate, life and death are analyzed from the distinctly American notions of radical innocence and the American Adam, as well as from historical realities and utopian visions. Issues concerning gender, generations, and geography are discussed. Prerequisite: ENG 102.

ENG/IDS 311 Special Topics in Literature* 3 Credits
An advanced course that concentrates on an interdisciplinary approach to literature. Topics will focus on one theme, one author, one period, or one genre. Students will be responsible for substantial written and oral work in analysis, criticism, and/or research. Topics may include: History of the Mystery Novel, Parent-Daughter Relations in American Fiction, the Politics of Shakespeare. Prerequisites: ENG 102 and any 200 level literature course.

ENG 340 Themes in Classics of World Literature* 3 Credits
Representative fiction, poetry, and drama by major figures in world literature, centering on a theme such as love, tragedy, comedy, immortality, madness, wasteland, quest for knowledge, voyages and explorations. Prerequisite: Any 200-level Literature course. (Course may be repeated as themes change.)

ATHLETIC TRAINING

EXAT 101 Introduction to Athletic Training 3 Credits
An introduction to the profession of Athletic Training. Topics include: history of Athletic Training, scope of practice, educational requirements, basic principles of Athletic Training, introduction to osteology, myology, arthrology, and orthopedic pathology. Corequisite: BIO 105.

EXAT 101S Introduction to Athletic Training Seminar 1 Credit
An introduction to the profession of Athletic Training for Lasell PTA majors who have completed PTA 101. Topics include: history of Athletic Training, scope of practice, educational requirements, and basic principles of Athletic Training. Prerequisites: BIO 105, PTA 101.

EXAT 109 Professional Communications in Allied Health 2 Credits
Lecture component of the course develops concepts of professionalism and ethical decision-making. Professional communication skills, patient education, and recognition of cultural, ethnic and socioeconomic diversity are emphasized. Lab component introduces students to the clinical aspects of athletic training. Forty hours of observation in the Lasell College Athletic Training Room are required. Prerequisite: EXAT 101, PSYC 101, permission of Department Chair.

EXAT 201
EXAT 201L Prevention and Care of Athletic Injuries 4 Credits
Basic athletic training course providing an overview of prevention recognition, and initial management of common athletic injuries. Lab component will introduce basic taping and wrapping skills, immobilization techniques, and selected protective equipment. Prerequisites: BIO 105. Open to Athletic Training and EXPH students only. Corequisite (Athletic Training majors only): EXAT 203.

EXAT 203 Clinical Athletic Training I 3 Credits
Course will require between 125 and 200 hours of supervised clinical experience in the Lasell College Athletic Training facility, working with the intercollegiate athletic teams. Orientation to Lasell Athletic Training policies and procedures will be emphasized. Lab component will meet twice weekly for two hours. Taping and wrapping techniques, fitting protective equipment, and fabricating special protective devices will be emphasized. Prerequisites: EXAT 101 and 109 and permission of Program Coordinator. Corequisites: EXAT 201 and 220.

EXAT 204 Clinical Athletic Training II 3 Credits
Course will require between 125 and 200 hours of supervised clinical experience in the Lasell College Athletic Training facility or an affiliated site. Emphasis will be placed on the athletic trainer's role and function in working with an athletic team. Lab component will meet two hours/week to develop additional taping skills and review anatomical landmarks. Prerequisite: EXAT 203 and permission of the program coordinator. Corequisite: EXAT 350.

EXAT 220 Techniques of Emergency Care 3 Credits
Principles and techniques for recognition and management of life-threatening and non-life-threatening medical emergency situations are emphasized. Lab component will include techniques for immobilization, airway management, athletic equipment management and removal in emergency situations. Prerequisites: BIO 105. Corequisite: EXAT 201 and permission of Department Chair.

EXAT 302 Clinical Athletic Training III 3 Credits
Course will require between 150 and 225 hours of supervised clinical experience in the Lasell College Athletic Training facility or an affiliated site. Students will obtain further experience with the daily operations of the athletic training room, increasing their involvement with administrative and treatment techniques. Students may have peer teaching responsibilites. Lab component will meet two hours/week with identification of anatomical landmarks and evaluation techniques being stressed. Prerequisite: EXAT 204 and permission of program coordinator. Corequisites: EXAT 351 and EXAT 304.

EXAT 303 Therapeutic Modalities 4 Credits
An examination of the treatment of athletic injuries through the use of cold and heat modalities, hydrotherapy, and electrical modalities. Emphasis is placed on theoretical and physiological effects on healing, and on indications and contraindications for use of each modality. Prerequisites: PHYS 111, EXAT 201.

EXAT 304 Therapeutic Exercise and Rehabilitation Techniques 4 Credits
Intermediate and advanced principles and techniques of rehabilitation of athletic injuries are presented. Emphasis is placed on designing rehabilitation progressions and integrating them appropriately for return to sport activity. Lab component will focus on proper techniques for specific exercises, exercise contraindications, and use of special rehabilitation equipment. Prerequisites: EXAT 201, EXPH 205, EXAT 350. Corequisite: EXAT 351.

EXAT 305 Clinical Athletic Training IV 3 Credits
Course will require between 150 and 225 hours of supervised clinical experience in the Lasell College Athletic Training facility or an affiliated site. Students will be exposed to increasing amounts of responsibility and advanced tasks within the role of the athletic trainer. Students may have peer teaching responsibilities. Lab component will meet two hours/week with advanced evaluation techniques and further anatomical landmark identification. Prerequisite: EXAT 302 and permission of program coordinator. Corequisite: EXAT 303.

EXAT 350 Athletic Injury Assessment for the Lower Extremity 4 Credits
Focuses on techniques for orthopedic and neurological assessment of musculoskeletal injuries to the lower extremity and low back. Includes assessment of internal injuries. Lab component will emphasize developing clinical skills including palpation of bony landmarks, performing stress and special tests. Prerequisite: EXAT 201 and permission of Department Chair.

EXAT 351 **Athletic Injury Assessment for the Upper Extremity** **4 Credits**

Focuses on techniques for orthopedic and neurological assessment of musculoskeletal injuries to the upper extremity, thorax, and cervical spine. Includes assessment of head and facial injuries. Lab component will emphasize developing clinical skills including palpation of bony landmarks, performing stress and special tests. Prerequisite: EXAT 201 and permission of Department Chair.

EXAT 400S **Advanced Techniques in Therapeutic Exercise and Rehabilitation Seminar** **2 Credits**

Course is designed for Lasell PTA transfers into the Athletic Training program. Emphasis is placed on integrating functional rehabilitation techniques into the athlete's rehabilitation progression, and on appropriate methods for progressing the athlete back to sport. Prerequisites: PTA 114 (B or better), EXAT 201, 205, 350, 351. Permission of Department Chair.

EXAT 403 **Organization and Health Care Administration for the Athletic Trainer** **3 Credits**

Presents administrative concerns of the certified athletic trainer including: development of policies and procedures, legal issues, budget management, facility planning, staffing, hiring process, medical insurance issues, drug testing. Prerequisite: Senior status, completion of all 300 level EXAT courses.

EXAT 404 **Clinical Athletic Training V** **4 Credits**

Course will require between 180-275 hours of supervised clinical experience in the Lasell College Athletic Training facility or an affiliated site. The student will have increasing responsibility for coordinating all aspects of athletic training services for an athletic team. Increasing amounts of administrative and peer teaching responsibilities will be given. Lab component will meet for two hours/week with refinement of evaluation and rehabilitation techniques being stressed. Prerequisite: EXAT 305 and permission of the program coordinator.

EXAT 405 **Clinical Athletic Training VI** **3 Credits**

Course will require between 150-225 hours of supervised clinical experience at the Lasell College Athletic Training facility or an affiliated site. Increased emphasis on research and rehabilitation techniques will be stressed, with peer teaching and presentations. Lab component will meet for two hours/week to review anatomical landmarks and special techniques. Prerequisite: EXAT 404 and permission of program coordinator. Corequisites: EXAT 403 and 901s.

EXAT 420 **Advanced Techniques of Athletic Training** **4 Credits**

Emphasis is placed on advanced assessment and rehabilitation techniques. Other topics include: pharmacology, radiology, and psychosocial aspects of care. Emphasis is placed on appropriate methods of triage and referral for injury, illness, and other medical and psychosocial problems. Prerequisites: Senior status, completion of all 300 level EXAT courses, EXPH 330.

EXAT 890 Athletic Training - Independent Study Variable Credit
Students may enroll in independent study for the purposes of gaining additional clinical experiences, or in order to complete a project associated with the NATA Annual Student Writing Contest. Prerequisite: Permission of Department Chair.

EXAT 901S Seminar: Current Topics in Athletic Training 3 Credits
Current issues and special topics in athletic training and sports medicine are presented. Prerequisite: Senior status and completion of all 300 level EXAT courses.

EXERCISE PHYSIOLOGY

EXPH 201 Exercise Physiology 4 Credits
The first course in a two-course sequence explores the acute and chronic effects of exercise on the structure and function of the body with an emphasis on the acute responses of the cardiovascular, pulmonary and neuromuscular systems. Various concepts related to physical fitness such as body composition, skill related fitness and cardiovascular fitness are introduced. The practical applications of major principles are demonstrated in a laboratory setting. Students are advised that the capability to exercise moderately and maximally may be required and that documentation of a medical examination indicating cardiopulmonary status and exercise capacity may be requested by the instructor. Prerequisites: BIO 105 and BIO 106.

EXPH 205 Principles of Strength Training & Conditioning 3 Credits
Lecture and practical sessions include principles of weight training and conditioning, orientation to different modalities, including free weights, weight machines (i.e. Nautilus), and circuit training and development of individual and group exercise programs. Students may be required to obtain medical clearance prior to participation.

EXPH 206 Exercise Leadership 3 Credits
This course will further the development of the fitness professional and prepare students for national certification exams as aerobics instructors and personal instructors. It will include a review of basic exercise standards, anatomy and physiology, kinesiology and fitness counseling. Lecture and practical activities will prepare the student for teaching, supervising and moderating group exercise sessions. Students are advised that the capability to exercise moderately and maximally may be required and that documentation of a medical examination indicating cardiopulmonary status and exercise capacity may be requested by the instructor. Prerequisite: EXPH 201 or permission of the Department Chair.

EXPH 301 Kinesiology 4 Credits
Focuses on a process of examining the anatomical and mechanical concepts required for critical assessment, description, and qualitative analysis of human motion. The laboratory portion of the course introduces the student to the techniques used to analyze human motion. Prerequisites: Successful completion of EXPH 201 and PHYS 111.

EXPH 310 Advanced Exercise Physiology 4 Credits
The second course in a two course sequence expands understanding of the acute and chronic effects of exercise on the renal, immune and digestive systems. Additional topics include exercise at altitude, heat and thermoregulation during exercise, fluid homeostasis during exercise and ergogenic aids. The laboratory involves the student further in practical applications and progresses the student into independent and competent performance of skills typically required of an exercise physiologist. Students are advised that the capability to exercise moderately and maximally may be required and that documentation of a medical examination indicating cardiopulmonary status and exercise may be requested by the instructor. Prerequisite: EXPH 201.

EXPH 320 Exercise for Special Populations 3 Credits
This course provides the exercise physiologist with an in-depth knowledge of application of exercise principles for patients participating in adult fitness programs. It will include client characteristics, screening, and program supervision. Prerequisite: EXPH 201.

EXPH 330 Pathophysiology 3 Credits
Body systems approach to the etiology, pathology and clinical manifestations in patients commonly encountered in clinical application. The class focuses on understanding pathological mechanisms and medical assessment aspects of patient care. Prerequisite: EXPH 201.

EXPH 342 EKG and Pharmacology in Exercise Physiology 3 Credits
The class will include the interpretation of electrocardiograms and basic pharmacology of commonly prescribed medications. Students will learn to read 12 lead EKG's and apply their findings to clinical manifestations. Students will also learn about medications used in patients with heart disease. Prerequisite: EXPH 201, EXPH 330.

EXPH 410 Clinical Practicum I 3 Credits
An off-campus experience in clinical, corporate, or commercial setting, as appropriate. Concepts, theories, and practices learned in the classroom are applied in a supervised setting. Students must successfully complete at least 120 hours of practicum experience in addition to written assignments. Prerequisites: Satisfactory completion of required classes and consent of Department Chair.

EXPH 415 Independent Study in Exercise Physiology 3 Credits
Capstone course which synthesizes theories and practices of exercise physiology into one culminating and progressive exercise program for a client. Students serve as subjects, technicians, and administrators. Topics include exercise testing and prescription, exercise leadership, administrative concerns, and legal considerations. Prerequisite: EXPH 310.

EXPH 420 Clinical Practicum II 6 Credits
An off-campus experience in a clinical, corporate, or commercial setting, as appropriate. Concepts, theories and practices learned in the classroom are applied in a supervised setting. Students must successfully complete at least 200 hours of practicum experience in addition to written assignments. Prerequisites: Satisfactory completion of EXPH 410 and consent of Department Chair.

FASHION

Includes Fashion Design/Production

FASD 213 **Pattern Generation I: Development of Basic Patterns/Slopers** **3 Credits**

This course will focus on the original pattern set: bodice front and back, skirt front/back, pants front/back and the sleeve. The student will be introduced to the manipulation of the first pattern through the act of slashing and spreading, or pivoting the pattern sections to alter the original shape.

FASD 215 **Fashion Illustration I** **3 Credits**

Course emphasizes the techniques essential to the development of the illustrations and drawings of fashion figures and their related apparel. Theoretical elements of structure are applied to fashion illustration as well as practical exercises that assess the sensation and perception of the stylized graphic presentation. Prerequisite: ART 126 or ART 120.

FASD 217 **Pattern Generation II: Dart Manipulation** **3 Credits**

Designs are generally created without knowledge that certain principles are the basis for the creation. The student patternmaker will learn to analyze designs and determine what will apply to the developing pattern in order to ensure that the exact replica of the design will emerge from the finished pattern shapes. The students will study and compare the finished pattern shapes with completed garment. The student will also visualize the relationship between them. Prerequisite: FASD 213.

FASD 220 **Fashion Design I** **3 Credits**

A study of the basic principles and the elements of color, line, and design as they relate to the industrial field of manufacturing and design. This course covers the basic principles of flat pattern designing and industrial sewing. A portion of the course discussion is devoted to the design and construction approach of the garment industry. Further emphasis will be placed on individual personality factors that are considered in apparel design. Co-requisite: FASD 215.

FASD 221 **Fashion Design II** **3 Credits**

This course covers advanced industrial methods of pattern drafting, draping, and construction of marketable apparel. Emphasis is given to current trends and design room practices. The course will also introduce the student to CAD/CAM featuring TEX DESIGN™, a computerized textiles design program. Prerequisite: FASD 220.

FASD 315 **Flat Pattern Design I** **3 Credits**

Use of the master pattern in developing basic concepts: the skirt, the bodice, etc. The use of slopers to develop style patterns according to professional standards. The student will also be introduced to AutoCAD™ for the Apparel Industry, the state-of-the-art computer enhanced pattern design program. Prerequisite: FASD 221.

FASD 316 **Flat Pattern Design II** **3 Credits**

Advance use of the master pattern. Includes structures for sleeve and body styling, collar designs, and the further development in the use of the slack sloper. The course will also expand the use of AutoCAD™ to complete more complex patterns and designs. Prerequisite: FASD 315.

FASD 320 Basic Clothing Construction 3 Credits
A study of all techniques necessary to all garment construction. Emphasis will be placed on pattern making, layout and cutting, basic seam finishes, hand stitching, and the construction of the basic garment elements. Prerequisite: FASD 221.

FASD 330 Technical Pattern Drafting I 3 Credits
Working in the design lab, the students will be introduced to the flat-pattern method of garment design. This course will concentrate on working the basic bodice front and basic bodice back patterns pieces to learn the professional techniques for manipulating darts, developing fullness within a pattern piece and creating various types of closures. Drafted half-size patterns will be constructed in muslin. Prerequisite for all other Apparel Design courses. Prerequisite: FASD 316.

FASD 331 Technical Pattern Drafting II 3 Credits
Working in the design lab, using the basic sloper patterns, the students will continue to work with the bodice front and back, with emphasis on developing patterns for collars and sleeves. Using the skirt front and back slopers, the student will begin to develop various skirt and torso patterns. Drafted half-size patterns will be constructed in muslin. Patterns grading will also be introduced. Prerequisite: Flat-Pattern Drafting Techniques I - Technical Drafting. Prerequisite: FASD 330.

FASD 340 Draping 3 Credits
Students learn skills necessary to translate dressing ideas into finished garments and complete patterns by use of the three-dimensional form. Emphasis is given to current trends and technology. Prerequisite: FASD 320.

FASD 350 Tailoring 3 Credits
Students learn custom and industrial methods of construction in conjunction with development of design ideas for marketable apparel. After gaining a knowledge of fabric selection, quality characteristics, construction skills, assembling, decorative details, and finishes for tailored clothes. Prerequisite: FASD 340.

FASD 365 AutoCAD™ - Apparel Design I 3 Credits
This is an introductory course in computer enhanced apparel design. The focus is on computer assisted creations that are related to the fashion industry. The student will learn how to use AutoCAD™ for Apparel Design as it applies to fashion design. The course also introduces the student to the world of computer enhanced plotting and cutting. Prerequisites: FASD 350 and Senior Standing.

FASD 366 AutoCAD™ - Apparel Design II 3 Credits
This course is a continuation of AutoCAD™ - Apparel Design I. This course will focus on more advanced computer design elements. The student learns how to create and alter patterns, grade them, and enter grading rules on a computer. It will also enable the student to become familiar with the techniques of computer enhanced cutting and pattern-making as it applies to apparel production and fashion design. The cost factor will also be discussed. Prerequisite: FASD 365.

FASD 370 **Portfolio Development I** **1 Credit**
FASD 371 **Portfolio Development II** **1 Credit**
FASD 372 **Portfolio Development III** **1 Credit**
These three one-credit courses are devoted to the development of a professional fashion design portfolio as required by the fashion design industry. The portfolio will have its foundation based on a consolidation of course work, knowledge in design, illustration/drawing techniques used to express design concepts, plus the internship experience to help facilitate the structure of the portfolio. Students will have as part of their presentations, photographs, themes, and a finished product. Guest designers will act as critics and speak to the class on some of the many areas of the industry. Prerequisites: FASD 221 and Junior Standing. Corequisite: FASD 404 Internship.

FASD 405 **Internship Assignment I** **3 Credits**
FASD 406 **Internship Assignment II** **3 Credits**
The internship gives the student the practical training and work experience necessary to her development as a fashion trend analyst as well as a fashion designer. This internship experience will consist of a one-year, two semester time-frame. The internship will begin in the fall semester senior year. The internship will be monitored by the Department Chair with feedback from the internship site supervisor (designer). Each participant will be obliged to sign an internship agreement and contract. The student will be required to complete an internship book which will comprise four levels of design competency. Each section will have a list of measurable goals and objectives that each student will be required to accomplish before he/she moves onto the next section. These levels, goals, and objectives will be a critical component of the continual assessment factor. The intent of the internship is to provide a theoretical approach with structured work/learning experience. This experience must be an interface between academics and business. The internship experience fosters a transference of knowledge and skills for competencies required for success. A structured work/learning internship involves three things: a student intern, an academic coordinator, and an employment supervisor. Each member serves a uniquely important role in the transference of knowledge and skill during the work/learning internship experience. Prerequisites: FASD 245 and Senior Standing. Corequisite: FASD 370 or FASD 371 or FASD 372.

Includes Fashion/Retail Merchandising

FASH 101 **Introduction to Fashion Merchandising** **3 Credits**
Gives the student a basic understanding of the terms and concepts associated with the fashion and retail industry. Topics will include: environmental influences on fashion interest and demand; the movement of fashion; fashion leaders and followers; women's, men's, and children's apparel industry; foreign and domestic market centers and retail merchandising of fashion.

FASH 200 **Fashion History*** **3 Credits**
This course focuses on the evolution of fashion and its impact on history and world cultures from the time of early civilization to present day. The trends and style changes and their implications on society are studied in tandem with notable creators of related times. Students will also study fashion as a cultural language with its identifiable characteristics.

FASH 201 Principles of Buying 3 Credits
Introduces concepts related to buying. Topics include: role of buyers; merchandising techniques; practical math; selling operations; computer applications (Lotus 1-2-3); open-to-buy; mark-ups; mark-downs; inventory analysis; pricing and dollar planning. Prerequisite: MATH 204.

FASH 210 Textiles 3 Credits
An introduction to the essential elements of the textiles industry through the study of the fibers, production of fibers, fiber content, fiber properties, methods of weaving and knitting fabrics, as well as yarns and sewing threads used in the production of fabrics. Other aspects will include general information on fabric characteristics, the quality and care of finished fabrics, and developing a practical working knowledge of fabrics in relation to their particular end uses. Students will also have an opportunity themselves in burn testing of textile fabrics, observing chemical reactions to textile fabrics, and visiting a working textile mill. Prerequisite: FASH 101.

FASH 211 Retail Management 3 Credits
Provides the student with a better understanding of the concepts of retail management. Specific elements of these principles are discussed throughout this course. Topics will include: marketing strategies; store image considerations; the rationale behind competition; legal restraints within the industry; consumer behavior; decision making and the critical reasoning associated with retail store practices. Application of these principles will be demonstrated through role playing, oral discussion, the case study methodology, and class lectures. Prerequisites: BUS 107 or FASH 101.

FASH 212 Visual Merchandising 3 Credits
This is a first-hand study of a visual approach that allows students to become familiar with the promotional aspects of merchandising, exposing them to the current concepts of visual merchandising. Topics include: display layout of a store; interior and exterior displays; the importance of mannequins; visual merchandise planning and display shop concepts. All student will participate in an off-campus program of visual presentations with area retailers. Other topics relating to the promotional aspects of merchandising such as fashion coordination, fashion showmanship, publicity, and special events planning are also explored. Prerequisite: FASH 101.

FASH 301 Visual Promotion 3 Credits
Includes a study of various promotion activities, including fashion shows, apparel/accessories advertising, fashion publicity and special events that include the development of promotional themes. Students will develop and install visual merchandising concepts, and prepare press kits that will motivate the media to afford the store or designer free publicity. Students will also prepare print presentation and train in television, video production, and broadcasting. Prerequisites: BUS 209 or FASH 212.

FASH 302 **Retail Operations/Analysis** **3 Credits**
A computer-driven application that represents one of the most comprehensive mergers between retail merchandise, sales management, and microcomputer technology available in the field. This course contains modules that use microcomputer applications to solve problems dealing with assortment planning; all phases of merchandising management; sales management; wage, salary, and labor administration; trading area and site analysis, retail store planning, design, and merchandise logistics; retail financial management; and, media planning. Prerequisites: FASH 201, MATH 204, PC 103, PC 101 and permission of instructor.

FASH 303 **History of 20th Century Fashion*** **3 Credits**
This course will focus on a deeper understanding of the social, economic and technical changes that have caused an unprecedented revolution in attitudes toward dress throughout the 20th century. Various fashion shocks such as two World Wars, the impact of new fibers and manufacturing techniques, the influence of radical new designers and a succession of post-war youth explosions will be explored. Prerequisite: FASH 200 or permission of instructor.

FASH 304 **Interior Display and Design** **3 Credits**
Introduces students to the basics of floor plans, evaluations, and furniture with emphasis on the planning process. Students learn to solve problems of space, volume, color, texture, lighting, design and show. Drafting techniques will be emphasized, as are presentation skills. Prerequisites: FASH 212 and ART 126.

FASH 321 **Fashion Show Elective** **1 Credit**
FASH 322 **1 Credit**
FASH 323 **1 Credit**
Fashion is big business—both multinational and international. One needs to understand the marketing of fashion in order to understand how to promote it. Fashion show-marketing objectives and strategic decisions lead to promotion plans. Fashion show promotion, with its activities of advertising, publicity, display and special events in addition to the fashion show itself, is important for the buyer, manufacturer and the retailer. This is a three-part program of study that has as its major focus, *"Fashion Week" (A Boston Tradition) and the College's Spring Fashion Event.*

FASH 342 **Fashion and Society*** **3 Credits**
Examines fashion in an historical context, with special emphasis on the connection between society's image of women and their roles and the changing image of women through clothing style. Prerequisite: PSYC 101, SOC 101, or FASH 213.

FASH 401 **Internship Seminar** **6 Credits**
This course, taken over a five-week period from 8:30 a.m. to 2:30 p.m. five days per week, is designed to expose the student to a significant and broadening experience in work preparation, simulated business activities, case studies and meetings with faculty and industry experts to refine the course learning objectives. The seminar is divided into two components, career development and retail strategies, each of which is designed to prepare the student for an intensified work assignment that follows the seminar section. Corequisite: FASH 403.

FASH 403 Internship–The Field Assignment 9 Credits
Taken in the fall semester, this internship is ten weeks in length and includes the Christmas season. The student holds a full-time position with a major retailer. The field assignment provides the student with hands-on experience in the business of fashion merchandising. There are three objectives for this field assignment: 1.) exposure to all major areas of the retail operation; 2.) first hand experience in the operations segment of retailing; and 3.) acquisition of professional skills required in the industry. Corequisite: FASH 401.

FOREIGN LANGUAGES

FRENCH

FREN 101 Elementary French I* 3 Credits
Provides students with the basic elements of French grammar and conversation; includes use of Language Lab. Open to students who do not present French for admission or who have had no more than one year of secondary school French.

FREN 102 Elementary French II* 3 Credits
A continuation of FREN 101. Strong emphasis is placed on the spoken language. Introduction to French culture through readings and discussions; extensive use of the Language Laboratory. Prerequisite: FREN 101 or demonstrated competency through placement testing.

FREN 201 Intermediate French I* 3 Credits
Offers an integrated approach to the study of French language, literature, and culture. Grammar review and literary discussions to develop a firm command of the language; includes use of Language Lab. Prerequisite: FREN 102 or equivalent or permission of instructor.

FREN 202 Intermediate French II* 3 Credits
A continuation of FREN 201 with further emphasis on the integration of language skills with French literature and culture. Individualized materials of practical use in a student's major are incorporated. Prerequisite: FREN 201 or permission of instructor.

FREN 301-302 French Civilization I & II* 3-3 Credits
Composition and conversation with emphasis on the political, social, and cultural life of France and other French speaking societies. Social problems in contemporary society are examined through readings. Conducted in French. Prerequisite: FREN 202 or permission of instructor.

JAPANESE

JPN 101 Elementary Japanese I* 3 Credits
Introduces students to basic elements of Japanese through a multiple approach to the skills of listening, speaking, reading and writing; includes use of the Language Laboratory. Open to students who have not had more than one year of secondary school Japanese.

JPN 102 **Elementary Japanese II*** **3 Credits**
A continuation of Japanese 101. Emphasis placed on the spoken language and mastery of basic kanji characters. Includes some readings in the hiragana writing system. Extensive use of the Language Laboratory. Prerequisite: JPN 101 or permission of the instructor.

SPANISH

SPAN 101 **Elementary Spanish I*** **3 Credits**
Introduces students to the basic elements of Spanish through a multiple approach to the skills of listening, speaking, reading, and writing; includes use of Language Lab. Open to students who do not present Spanish for admission or who have had no more than one year of secondary school Spanish.

SPAN 102 **Elementary Spanish II*** **3 Credits**
A continuation of SPAN 101. Strong emphasis is placed on the spoken language. Introduction to Hispanic culture through readings and discussions; extensive use of the Language Lab. Prerequisite: SPAN 101 or demonstrated competency through placement testing.

SPAN 201 **Intermediate Spanish I*** **3 Credits**
Review of grammar and its application to spoken and written Spanish. Readings and discussion of literary and cultural texts to develop a firm command of the language; includes use of Language Lab. Prerequisite: SPAN 102 or equivalent or permission of instructor.

SPAN 202 **Intermediate Spanish II*** **3 Credits**
A continuation of SPAN 201 with further emphasis on integrating language skills with Spanish literature and culture. Individualized materials of practical use in a student's major are incorporated. Prerequisite: SPAN 201 or permission of instructor.

SPAN 301-302 **Spanish Civilization I & II*** **3-3 Credits**
Composition and conversation with emphasis on the Hispanic cultures and their contribution to world civilization. Geography, history, and the artistic evolution of Spain and Latin America are presented through readings. Conducted in Spanish. Prerequisite: SPAN 202 or permission of instructor.

GEOGRAPHY

GEO 220 **World Geography*** **3 Credits**
A survey of the earth's social, cultural and economic patterns and their relationship to the physical geography of the earth. A regional approach is taken to provide a foundation for more intensive systematic studies of important environmental/political issues.

HEALTH SCIENCES

HSA 101 **Introduction to Health Care** **1 Credit**
This course is an introduction to the field of health care and health care professions. It is an interdisciplinary course providing students an overview of health care in the United States. Concepts include health care delivery systems, health insurance, health care professions, credentialing, medical ethics and hospitals. This course is designed for students who are interested in entering into one of the health related fields.

HSA 102 **Medical Terminology for the Health Care Practitioner** **3 Credits**
Students will be introduced to current medical terminology, abbreviations, symbols, laboratory terms and terms related to medical specialties. A system approach will be utilized addressing all 12 systems of the human body teaching prefixes, suffixes, roots with work construction and division.

HSA 201 **Introduction to Laboratory Procedures** **3 Credits**
Students will learn a variety of basic medical procedures including monitoring vital signs, positioning and draping patients, electrocardiographic (EKG) techniques and universal precautions. Effective verbal and nonverbal communication and patient interaction, office management, medical records, and documentation will be addressed.

HSA 202 **Overview of Health Care Industry** **3 Credits**
This course will explore the health care delivery system in the United States. The history, origin, and how it evolved over time will be examined. Each functional area and service will be covered. Analysis of the problems facing the health care system, such as the rising cost of health and the need for reform. Office management, medical records, and documentation will be addressed. Prerequisite: BUS 101.

HSA 245 **Internship** **3 Credits**
Full-or part-time field experience in a supervised clinical setting. Internship placements are done on an individualized basis with the assistance of the student's adviser.

HISTORY

HIST 103 **World Civilization to 1500*** **3 Credits**
Beginning with pre-history, this survey course moves to early civilizations and then follows developments in a global context, showing interconnections between Asia, Africa, and Europe. Emphasis is placed on cultural, social, economic, religious, and political developments.

HIST 104 **World Civilization Since 1500*** **3 Credits**
This survey course emphasizes themes of inter-relatedness and mutuality of influence between East and West. Internal as well as external developments are explored. Questions of exclusiveness, intolerance, and cooperation are examined.

HIST 123 American Civilization I* 3 Credits
An examination of the chief political, social, and cultural features of American society as they have developed through the period of Reconstruction. Emphasis is on Colonial America, the War of Independence, the Constitution, and the emergence of the Republic through the Civil War.

HIST 124 American Civilization II* 3 Credits
A continuation of HIST 123 from the period of Reconstruction to the present. Emphasis is on reconstruction, industrialization, immigration, constitutional issues, and the emergence of American foreign policy. There will be some examination of American political life in the nuclear age.

HIST 203 History of Women (U.S.)* 3 Credits
A social history of women in the United States, beginning in the colonial period and ending with an examination of twentieth century issues. Emphasis on the image of women held during these periods, in contrast to actual conditions. Contributions of women to social change and the growth of women's movements are also analyzed.

HIST 204 Recent American History: 1960-to-Date* 3 Credits
Focuses on the Kennedy, Johnson, Nixon, Ford, Carter, and Reagan presidencies. Work is divided roughly into three areas: foreign affairs; domestic politics; economic, social, and cultural needs. Specific topics range from the Vietnam War to the women's movement, from the rise of divorce to the decline in education. Discussion predominates over lectures.

HIST/IDS 231 Revolutions and Revolutionary Thought* 3 Credits
An analysis of many types, facets, and styles of revolution, including political, cultural, and scientific meanings of the concept. The readings are taken from literature as well as from history and the social sciences.

HIST/IDS 321 Modern Japan: History and Culture* 3 Credits
A brief survey of Japan from earliest times to the present, with emphasis on her contacts with the West in the last four centuries and her development as a world power. Much consideration will be given to Japan's unique cultural heritage and language, with short readings in classic and contemporary literature and films. Prerequisite: Any 200 level English or history course.

HIST 323 Special Topics in History 3 Credits
Explores a single topic for the entire semester. Possible topics include Islamic Civilization; India in the Twentieth Century; Nationalism and Imperialism in the Last Two Centuries; United States and the World in the Twentieth Century; The African-American in the Development of the United States. May be repeated for credit provided the topic is different each time.

HIST 325 The Intellectual Origins of Western Civilization* 3 Credits
Traces the roots of modern western thought from ancient Greece through the Enlightment by discussing and analyzing selections from the writings of major European thinkers. Seminar focuses on dominant figures representative of an historical epoch and examines their ideas in light of existing and future political, social, economic and intellectual developments. Prerequisites: Any History course and junior standing.

HIST 330 **Europe and the World in the Age of Expansion*** **3 Credits**

An examination of political, economic, social, scientific, and religious developments which contributed to European desire for land and power, and also to fantasies and phobias directed by European conquerors toward those whom they subdued and subjected to Western rule. The reaction toward the white Westerners on the part of those exploited will also be explored. The period covered will be from the mid-fifteenth century through the eighteenth century. Prerequisite: Any History course.

HIST 332 **The Third World Since World War II*** **3 Credits**

An investigation of liberation movements and development issues in Third World countries during the past half century. The reaction toward former Western oppressors will be examined. Internal difficulties, especially those of political and economic natures, will be explored. Major emphasis will be on the Middle East, South Asia, China, Korea and minorities in the United States and Great Britain. Prerequisite: Any History course.

HIST 352 **The Nature and Meaning of History** **3 Credits**

The first half of the course examines selective theories of history from Herodotus through Braudel. The second part of the course investigates closely the historiography of a single topic according to student interest. Readings will be selected to introduce the student to interpretive issues surrounding the selected topic. The perspectives of several practicing historians will be considered. Requires a research paper of some substance. Prerequisite: Intended as a capstone course for history minors; open to others who have successfully completed at least three history courses and have the permission of the instructor.

HOTEL AND TRAVEL/TOURISM ADMINISTRATION

Includes Hotel Management and Travel/Tourism Management.

HTA 101 **Introduction to the Hospitality and Tourism Industry** **3 Credits**

A survey of the historical development and socioeconomic impact of the world's largest industry. The infrastructure and interrelationships of lodging, travel, tourism, and food service organizations will be examined. Career opportunities, current operational issues, and emerging trends in hospitality will be explored.

HTA 101L **Innkeeping Practicum I** **1 Credit**

Students acquire practical experience in back-of-the-house operations of housekeeping, facility management, food and beverage, and inventory control by working ten hours a week over a five week period during the semester at the Lasell Inn under the supervision of the Innkeeper and Program Director. Corequisite: HTA 101.

HTA 111 Food and Beverage Management and Lab 4 Credits
An overview of restaurant and food service management with a focus on service. Topics will include menu planning, food production systems, wine and beverage service, catering, dining room opeations, personnel and sanitation. Field trips and guest speakers will be scheduled during the semester. The lab consists of hands-on experience in food preparation under the direct supervision of the Food Service Director. Students will work side-by-side with experienced professionals and learn the details of working in a commercial kitchen.

HTA 120 Travel Reservation Systems 3 Credits
Provides an opportunity for hands-on training in basic computer skills on several major airline systems with emphasis on building the passenger name record, fare quotes, itinerary pricing, automated ticketing and boarding passes, and auxiliary functions. Prerequisite: HTA 101.

HTA 122 Front Office and Guest Service Management 3 Credits
An overview of front office operations with analysis of the work flow related to forecasting, reservations, registration, checkout, guest accounting, and night audit functions. Effects of management decisions on customer satisfaction will be discussed in class, and case studies will focus on the challenge of running a profitable hotel while providing quality service.

HTA 122L Innkeeping Practicum II 1 Credit
Students acquire practical knowledge in front-of-the-house operations of reservations, registration, guest service, and guest accounting by working ten hours a week over a five week period during the semester at the Lasell Inn under the supervision of the Innkeeper and Department Chair. Corequisite: HTA 122.

HTA 125 Introduction to Convention and Meeting Planning 3 Credits
An examination of the basic skills and techniques needed to develop accurate meeting budgets. Students will be provided with instruction and practice on negotiating with suppliers and service contractors, i.e., hotels, airlines, car rentals, design companies, entertainment, security, signage, ground transportation companies and sponsors. Analysis of service options, contractual and legal liability issues, cancellation clauses and penalties will be covered.

HTA 218 Convention Sales and Group Planning 3 Credits
Provides an overview of conference planning and group coordination as it relates to the sale and final contract. Selling techniques will be studied as they relate to individual property marketing. Emphasis will be placed on the development of a group resume agenda illustrating the interdependence of hotel departments and the role of communication in the service sector of the hotel industry. Prerequisites: HTA 122 and BUS 207.

HTA 219 Fares and Ticketing 3 Credits
Focuses on basic principles of fare construction - domestic and international. Manual and automated ticketing procedures will be studied as well as the completion of all accountable and non-accountable documents and the ARC ticketing report. Prerequisites: HTA 101 and HTA 120.

HTA 120L/HTA 219L **Travel Agency Practicum I & II** **1 Credit Each**

Students acquire practical experience in travel agency operations while providing support assistance, completing projects and serving client needs by working ten hours a week over a five week period during both Spring semester of their sophomore year and Fall semester of their sophomore year at a Travel Agency under the supervision of the Travel Consultant/Trainer and Program Director. Corequisites: HTA 219, and HTA 120.

HTA 222 **Travel Industry Procedures** **3 Credits**

Serves as a culmination of previous travel and tourism study. The course provides opportunities for demonstrations and practice workshops on sales techniques, business communications, travel office procedures and agency finances. Building on their previous course work, students explore marketing strategies in the corporate and leisure travel environments. Topics also include issues related to industry liabilities, travel for the disabled, the senior citizen, and planning and operating group movements. Prerequisite: HTA 219.

HTA 223 **Facilities Design and Management** **3 Credits**

Surveys development, design, and renovation of hotels and restaurants. The back-of-the-house areas of engineering and housekeeping will be studied in detail. Additional topics will include loss prevention, fire protection, fiscal responsibilities to hotel owners, and environmental protection issues. Field trips to local hotels will be scheduled.

HTA 224 **Advanced Food and Beverage Management** **4 Credits**

Examines the details of food and beverage management, with an emphasis on running a profitable operation. Topics will include purchasing, receiving, storage, production, and cost control. Case studies will be incorporated into class discussions. The lab consists of hands-on-experience in food preparation under the direct supervision of the Food Service Director. Students will work side-by-side with experienced professionals and learn the details of working in a commercial kitchen. Specific topics will include hot and cold food preparation, bakery production, safety and sanitation, receiving, inventory, and catering. Prerequisites: HTA 111 and ACC 101.

HTA 225 **Food and Beverage Practicum** **2 Credits**

Provides hands-on experience in food preparation for six hours per week over a ten-week period, under the direct supervision of the Food Service Director. Students will work side-by-side with experienced professionals and learn the details of working in a commercial kitchen. Specific topics will include hot and cold food preparation, bakery production, safety and sanitation, receiving, inventory, and catering. Co- or prerequisite: HTA 111.

HTA 227 **Travel Geography-Western Hemisphere** **3 Credits**

Examines the major characteristics of tourist destinations throughout the Western Hemisphere, including Canada, United States, Central and South America, and the Caribbean. Special emphasis will be given to the following: analysis of the attraction, accessibility, tourism infrastructure, historical and cultural aspects, terrain, climate and its influence on tourism. Prerequisite: HTA 101.

HTA 228 Travel Geography-Eastern Hemisphere 3 Credits
Examines the major tourist destinations in the Eastern Hemisphere including Europe, Asia, Africa, Australia, New Zealand, and the South Pacific Islands. Topics will include: climate and its influence on tourism, topography, political structures, and economic situations. Special emphasis will be given to accessibility, tourism infrastructure, historical and cultural aspects. Prerequisite: HTA 101.

HTA 244 Career Development/Seminar 1 Credit
Combines basic concepts in career development as preparation for internship and/or career placement. Topics covered include: resume writing, interviewing, and goal setting. Seminars are held to aid the student in career goal planning, performance appraisal, and future employment.

HTA 248 Negotiation and Budgeting Techniques 3 Credits
An examination of the basic skills and techniques needed to develop accurate meeting budgets. Students will be provided with instruction and practice in negotiating with suppliers and service contractors, i.e., hotels, airlines, car rentals, design companies, entertainment, security, signage, ground transportation companies and sponsors. Analysis of service options, contractual and legal liability issues, cancellation clauses and penalties will be covered. Prerequisites: Junior standing, HTA 125, HTA 218 or permission from Department Chair.

HTA 301 Business, Hotel & Travel Law 3 Credits
An integrated presentation of contract, agency and tort concepts as they apply to the legal aspects of hotel, food service and travel/tourism management. Appropriate federal, state and local cases, statutes, and other materials will be examined. Prerequisite: 2 HTA courses.

HTA 305 Marketing Hospitality and Tourism 3 Credits
Examines the development and management of marketing the complex service organizations of the hospitality and tourism industry. Strategies and techniques for understanding service marketing, developing the marketing plan, internal and external promotion, targeting primary and secondary markets, product and market segmentation, and managing the marketing function are emphasized. Prerequisites: HTA 218 or HTA 222.

HTA 322 Special Events Planning 3 Credits
An examination of the increasingly complex area of special event planning, including social and business events, retail promotions, meetings, conventions, and other public events. This course will focus on the creativity, organization, planning and administrative skills required to meet client and business expectations. Prerequisites: BUS 107 and HTA 218 or permission of the instructor.

HTA 325 International/Meeting Planning 3 Credits
This course focuses on the expectations of international attendees, government regulations, security issues and protocol. Marketing to international attendees will be examined and emphasis will be placed on strategy formulation and implementation relating to meeting planning in other countries. Prerequisites: Junior standing, HTA 125, HTA 218, HTA 248 or permission from Department Chair.

HTA 399 Leadership Preparation Seminar 1 Credit

The seminar will be held each spring to assist students in planning their leadership training and identifying potential sites. Throughout the seminar, each student will work with the internship coordinator to schedule a leadership opportunity that meets her individual career goals. Topics addressed will include: reviewing the internship process and documentation, setting goals, networking, planning for career development, and identifying issues facing women in the workplace. Prerequisites: Junior Standing and Permission of the Department Chair.

HTA 401 Seminar on Hospitality, Travel and Tourism Administration 3 Credits

A capstone course in hospitality and tourism management that focuses on current trends and issues in the service industry. Operational and theoretical topics will be explored through a variety of readings, case studies and class discussions. Students will complete an applied thesis or practicum project in an area related to their special hospitality and tourism interests. Prerequisite: Senior Standing.

HTA 402 Managing Quality in Hospitality and Tourism 3 Credits

This course will explore the application of TQM (Total Quality Management) theories and techniques in hotel, travel and tourism operations with a focus on organizational effectiveness. Case studies and real-life examples will facilitate student synthesis of previous knowledge with the principles of service quality, and excellence. Prerequisites: BUS 304 and MATH 208.

HTA 420 Baccalaureate Internship/Seminar 6 Credits

Hotel, travel, convention & meeting planning students are involved in practical on-the-job experience (250 contact hours) in a professional environment. Each student will develop a learning contact with the site supervisor and faculty member that includes an internship-related project based on their area of concentration. Evaluation of the internship experience is based on performance of the student as reviewed with the employer, faculty member, and student at the completion of the internship. Prerequisites: Senior standing and approval of faculty advisor.

HTA 422 Honors Intership 3 Credits

Provides additional internship opportunity (150 contact hours) in a professional enviroment. Planning for this experience begins with HTA 399 Leadership Preparation Seminar. The work experience must include leadership responsibilities or a formal internship training schedule. A faculty will communicate regularly with the student's employer. Evaluation of this internship experience is based on performance of the student as reviewed with the employer, faculty member, and the student at the completion of the internship. Prerequisites: Senior standing and approval of faculty advisor and Department Chair.

HUMAN SERVICES

HS 101 Introduction to Human Services 3 Credits
This course encourages an examination of one's own value system, motivations and interests in relation to the wish to pursue a career working with people. Students are introduced to the history and development of the field: the concept of the social welfare system; resources and services offered by a range of community agencies; a model to understand social and psychological problems; and interventions to address social needs (interventions range from individual case management and counseling to community organizing and planning). The course highlights a social justice base to human service work. A connected learning requirement enables students to test out their interest and apply the concepts learned in class.

HS 215 Foundation Internship 3 Credits
Provides human service students the opportunity to experience field work. Training in the skills by which students can offer direct and indirect assistance to the client population is provided. Prerequisite: Grade of C or better in HS 101. Corequisite: HS 217.

HS 217 Foundation Seminar: Theory and Practice 3 Credits
Taken concurrently with the human services internship and provides a forum for discussing the internship experience. This course has been designated as writing intensive, requiring students to reference sources in relation to a topic related to the internship experience. Students build the skills necessary to offer direct and indirect assistance to clients. Prerequisite: HS 101. Corequisite: HS 215.

HS 318 Case Management and Counseling Skills 3 Credits
This course builds and refines core direct "micro" practice skills related to the multiplicity of human service worker's roles from: case manager to counselor. The "problem solving method" is emphasized as it applies to work with a wide variety of populations. The course relies heavily on in-class exercises and video taping in which students have the opportunity to practice relationship building, interviewing, assessment, intervention, evaluation and termination skills. Prerequisites: PSYC 101 and HS 101.

HS 415 Advanced Internship I 3 Credits
Seniors who have met program requirements will spend 150 hours this semester in an approved supervised internship. Prerequisites: HS 215, HS 217, and permission of the Department Chair; Corequisite: HS 417.

HS 417 Advanced Seminar: Intervention Strategies 3 Credits
This course is to be taken in conjunction with the internship. Students will integrate theory learned throughout their college career with their field work experience. The seminar will focus on an analysis of the systems in which students are interning, and cases and tasks assigned to students in their field placements. The seminar will help students identify and develop a research topic and require them to review the literature on a topic related to their internship. Corequisite: HS 415.

HS 425 **Advanced Internship II** **3 Credits**
This internship experience is a continuation of the internship. Students spend 150 hours this semester working in an approved supervised field site. Corequisite: HS 427.

HS 427 **Advanced Seminar: Integration and Application** **3 Credits**
This course is taken in conjunction with the HS 425 internship and is a continuation of the previous semester's advanced seminar. Students will continue to integrate theory with practice. Emphasis, this term, will be placed on further developing professional writing skills as students prepare to enter the field. Prerequisites: HS 415 and HS 417; Corequisite: HS 425.

HUMANITIES

For additional courses in the Humanities, refer to page 130.

HUM 101 **Themes in American Culture*** **3 Credits**
An exploration of the diversity of American life. Topics may include the American media, urban life, political activity, the American family, the immigrant experience. Designed for students for whom English is a second language. The course is required for students who need to develop communication skills in English. Enrollment preference will be given to students in ENG 098, ENG 099, and ENG 103. Other students may enroll with the instructor's permission.

INTERDISCIPLINARY

IDS 101 **Introduction to Health Care*** **1 Credit**
This course introduces students to the roles and functions of health care professionals, including PTAs, Nurses, COTAs and Exercise Physiologists. The interdisciplinary relationship between the health care team, the function of a health care system and an understanding of the physical and psychosocial aspects of disability are covered. (Also listed as HSA 101)

IDS 103 **Art of Choosing a Career*** **3 Credits**
Course utilizes a variety of assessment techniques to assist in career and life-planning issues. Students receive ongoing, individualized consultations that assist them in integrating the information they are assembling about themselves and existing career options. Course includes an overview of the role of "work" in one's life. The process of selecting a career will aid students in choosing a major program of study. Students are expected to commit to approximately 25 hours of fieldwork assignments in addition to scheduled class time.

IDS 202 **Aesthetics*** **3 Credits**
Creativity, interpretation, expression, style, symbolism, evaluation, art, and society - all from the philosophical perspective. Students are exposed to a variety of approaches to the question "what is beauty?" The arts and everyday experiences are examined in an effort to answer the question about beauty, as well as other questions such exploration raises. Course fulfills either philosophy or literature requirements of specific programs. Prerequisite: ENG 102. (Also listed as ENG/PHIL 202)

IDS 203 Existentialism* 3 Credits
An examination of such questions as: "who am I?"; "what relationship(s) do I have with myself?, with others?, with the universe?" Readings are taken from Kierkegaard, Nietzsche, Hiedegger, Buber, Jaspers, Sartre, and others. The influence of existentialism on psychology, society, art, religion, and politics is explored. Course fulfills either philosophy or literature requirements of specific programs. Prerequisite: ENG 102. (Also listed as ENG/PHIL 203)

IDS/PHIL 204 Philosophies of Love* 3 Credits
An investigation of affectivity centering on different meanings of the emotion "love" including friendship, spirituality, ecstasy, and romance. A philosophical inquiry into the person-as-sexed, freedom, choices, responsibility, object, subject, and authenticity. Readings from Plato to Robert Solomon. (Also listed as PHIL 204)

IDS 210 Mathematics Applied to Science* 3 Credits
How large is the earth? How far away are the planets? What rules govern the inheritance of traits? How do forces interact to bring order to our world? Scientists have investigated these and a myriad of other questions since ancient times, and mathematics has often held the key to the answers. This course provides a review of fundamental mathematical concepts such as probability, trigonometric relationship and algebraic systems, and explores the ways in which these techniques have been applied to investigations in astronomy, genetics, physics, and chemistry. Prerequisite: MATH 104. (Also listed as MATH 210)

IDS 211 Global Ecology* 3 Credits
During this course, students will examine the basic principals of ecology and the problems encountered in making public policy decisions relevant to environmental issues. The class will focus on strategies that mitigate the conflict between environmental protection and economic growth. Topics to be covered will include: ecosystem dynamics, human population growth, human interactions with the environment, natural resources and pollution, global energy use, and the environmental link between economics, politics and human health. A research paper, possibly in the form of a group project, will be required. Prerequisite: At least Sophomore standing or permission of the instructor.

IDS 212 Examining and Developing Leadership* 3 Credits
This course involves an analysis of leadership components and styles with a particular emphasis on women's styles. The course is divided into two segments: the first considers issues of self-esteem which effect one's ability to lead; and the second segment focuses on a selection of women leaders and the components of leadership which they demonstrate. Special focus will be placed on communication and the role of mentors.

IDS 231 Revolutions and Revolutionary Thought* 3 Credits
An analysis of many types, facets, and styles of revolution, including political, cultural, and scientific meanings of the concept. The readings are taken from literature as well as from history and the social sciences. (Also listed as HIST 231)

IDS 302 Topics in Contemporary Science* 3 Credits
An exploration of current issues providing the critical, yet sympathetic, perspective of non-scientists. Topics may include: AIDS, the environment, biotechnology, nuclear energy, biochemical warfare, uses of artificial intelligence, contributions of women in science. Prerequisite: At least Junior standing or permission of the instructor. (Also listed as SCI 302)

IDS 305 Revolutions in Science* 3 Credits
A historical look at science over the past five centuries, focusing on the revolutionary breakthroughs which have occurred and the various human perceptions of them. Students will learn how major shifts in scientific thought influenced religious, social, and political standards of the time. Possible topics: the Copernican revolution, the revolution in the physical sciences (Kepler, Gilbert and Galileo), the Newtonian revolution, the chemical revolution (Lavoisier), evolutionary theory (Darwin and Wallace), Einstein and relativity. Prerequisite: At least Junior standing or permission of the instructor. (Also listed as SCI 305)

IDS 321 Modern Japan: History and Culture* 3 Credits
A brief survey of Japan from earliest times to the present, with emphasis on her contacts with the West in the last four centuries and her development as a world power. Much consideration will be given to Japan's unique cultural heritage and language, with short readings in classic and contemporary literature and films. Prerequisites: Any 200 level English and history course. (Also listed as HIST 321)

IDS 344 Lifestyles and Human Behavior* 3 Credits
Focuses on the benefits of a healthy lifestyle and the interactive principles of human behavior. Topics include exercise adherence and maintenance, weight management, smoking cessation, and stress management. Prerequisite: PSYC 101.

IDS 350 Selected Topics on Women's Issues* 3 Credits
An interdisciplinary course that focuses on selected topics of importance to women. Sample topics include: The Debate over Reproductive Rights - What is Really at Stake?; Women in Unusual Professions; A Cross-Cultural View of Women's Standing; etc. Prerequisites: SOC 102 or HIST 203 or PSYC 303.

IDS 352 Knowing and Reality: East and West* 3 Credits
A comparative analysis of eastern and western perception of reality in philosophy and literature, beginning with an historical overview of theories of knowledge and truth as well as the psychological factors in learning. Prerequisites: PHIL 101, PSYC 101 and Junior standing. (Also listed as PHIL 352)

IDS 399 Internship Seminar 1 Credit
This seminar helps students to develop objectives and identify potential sites for the senior internship. Topics will include the application of liberal arts course work to a professional career and the development of skills necessary to locate an internship. Prerequisite: Junior standing, IDS majors only.

IDS 400 **Field Experience** **4 Credits**
Individually arranged participation of 12-15 hours per week in a work setting related to the student's area of interdisciplinary concentration. Primary area of responsibility rests with the student in identifying and pursuing his/her areas of interests, in consultation with his/her team of faculty advisers. Each student is monitored during the field experience and must complete a related written project assigned by his/her team of faculty advisers. Evaluation of the field experience is based on student performance as reviewed with the employer, faculty members, and student at the completion of the experience. Prerequisites: Senior standing, approval of faculty advisers, IDS 399, IDS majors only.

IDS 420 **Seminar in Interdisciplinary Studies*** **3 Credits**
Capstone course that focuses on the role of different disciplines in approaching the acquisition of knowledge and the solution of problems. Course will be team-taught and focus on a contemporary issue that requires an understanding of the social sciences, humanities, mathematics, and the natural sciences. Prerequisites: Senior standing, IDS 400, approval of faculty advisers, IDS majors only.

IDS 425 **Seminar: Dimensions of Women's Lives in the 21th Century*** **3 Credits**
An interdisciplinary course that focuses on the anticipated opportunities and challenges facing women in the next century. Guest speakers and individual interviews with women will provide a basis for students to formulate hypotheses regarding the challenges and opportunities facing them in the future. Prerequisites: HIST 203 and Junior standing.

IDS 430 **Independent Senior Project*** **3 Credits**
Students will work independently with their Department Chair and other faculty in the design and completion of an advanced senior-level project. Appropriate topics for projects emphasize development of leadership skills and professional development goals. Prerequisites: Senior-level standing and good standing in the Honors Program.

CJ/LS/IDS 431 **Justice Race and Gender** **3 Credits**
This upper-level course is designed to identify and discuss issues unique to women and minorities within the context of the justice system in the United States and other countries by focusing on gender and race based differences related to law and justice. This course will also examine relevant historical and contemporary political issues and movements. Prerequisite: Any introductory social science or justice studies course or permission of instructor.

LEGAL STUDIES

LS 101 **Introduction to Legal Studies** **3 Credits**
This course is designed to provide students with an introduction to the law. Students will be introduced to the basics of the legal system in the United States including its organization and its operation. The course will cover the major areas of law practice and the legal principles that apply. Legal concepts will be explained and legal terminology defined.

LS 201 Legal Specialties 3 Credits
This course will provide an overview of various specialty areas of law including personal injury, contracts, real estate, administrative law, estates and trusts, and consumer law. Prerequisite: LS 101.

LS 202 Legal Research and Analysis 3 Credits
This course is designed as an introduction to legal research and analysis. The focus is on the legal research process, not just the components or sources of law. Students will learn to perform legal research in the library or on the computer. The course will address the role of research in resolving legal issues as a whole.

LS 301 Legal Writing and Reasoning 3 Credits
This course focuses on the development of fundamental skills necessary for successful employment as a paralegal, such as drafting correspondence, developing various documents and preparing legal memoranda. It looks at legal research, writing and reasoning as a continuum, since the results of nearly all legal research will be submitted in written form. Legal writing is examined as a three step process. The steps consist of identifying the documents purpose, audience and constraints; developing a structure and draft; and editing and rewriting. The course also covers ethical dilemmas that may arise in paralegal practice. LS 201, ENG 102. Corequisite: LS 302.

LS 302 Computers and the Law 3 Credits
This course is designed to educate legal assistants in basic computer concepts. The focus of the course is on practical computer applications and how the computer can be used to make a legal assistant more productive and make his or her job easier. Prerequisite: PC 105, LS 102. Corequisite: LS 301.

LS 303 Family and Domestic Law 3 Credits
This course is designed to introduce the student to the basic concepts of family law. In addition, this course will examine the role of society in the regulation of various aspects of family life. Prerequisite: LS 101.

LS 304 Litigation Practice 3 Credits
This course is designed to provide instruction pertaining to key areas of the litigation paralegal's daily life. These areas include interviewing, document handling, preparing evidence, interacting with clients, attending trial and others. Prerequisite: LS 301.

LS 305 Comparative Law and Legal Systems 3 Credits
This upper-level course will introduce students to the complex issues involved in comparing the various laws and legal systems around the world today. The course will focus on the main legal families in terms of the structure and sources of their laws and against the historical and political background in which these laws were formed. Prerequisite: LS 101.

LS 306 Alternative Dispute Resolution 3 Credits
This course will compare and contrast the adversary system of American law, with the Alternative Dispute Resolution movement including institutions, processes, costs, theoretical approaches and justifications, and historical developments. Alternatives to litigation such as mediation, arbitration, mini-trials and others will be examined. Prerequisite: LS 101 or any introductory social science course.

LS/CJ 325 **Evidence** **3 Credits**
This is an upper-level course that provides a detailed examination of the Law of Evidence. Topics will include types of evidence, principles of exclusion, evaluation and examination of evidence, competency of witnesses, and the rule against hearsay evidence and the exceptions to this rule. Prerequisites: LS 101 and CJ 101.

LS 401 **Legal Studies Field Experience** **4 Credits**
This course provides an opportunity for Legal Studies students to participate in an individually arranged, college-supervised internship for approximately 12 hours per week in a professional work setting. Prerequisite: LS 208. Corequisite: LS 403.

LS/CJ 415 **Justice, Society and the Law** **3 Credits**
This upper-level course introduces the student to the latest debates surrounding issues of justice in society today. Students will learn to understand and analyze the various societal and policy implications of laws regarding current issues facing modern society. Special emphasis will be placed on issues involving competing "rights." Prerequisites: CJ 101 or LS 101 or any introductory social science course or permission of instructor.

LS/CJ/IDS 431 **Justice Race and Gender** **3 Credits**
This upper-level course is designed to identify and discuss issues unique to women and minorities within the context of the justice system in the United States and other countries by focusing on gender and race based differences related to law and justice. This course will also examine relevant historical and contemporary political issues and movements. Prerequisite: Any introductory social science or justice studies course or permission of instructor.

MANAGEMENT INFORMATION SYSTEMS

MIS 201 **Computer Information Structures** **3 Credits**
Surveys computer hardware and software structures. Focuses on terminology, function, and interrelationship of components as building blocks of information systems. This reference knowledge of computer processors, primary and secondary storage, telecommunication fundamentals, file system and operating system services, and computer language systems, prepares students to understand the tradeoffs in systems and computer network design. Prerequisites: MATH 212 and PC 105.

MIS 210 **Visual Basic Programming** **3 Credits**
This course teaches Visual Basic development environment with emphasis on visual basic controls and program structure. Visual basic is used to program a variety of Windows applications. Focus is on the design and development of projects. Prerequisites: MATH 205 and MIS 201.

MIS 320 **Object Oriented Programming I** **3 Credits**
This course provides a view of systems development principles with an object orientation as they relate to the analysis and design of database, applications, knowledge base systems and object-oriented programming. It critically evaluates alternative approaches to information systems development and highlights the integrative nature of object-oriented principles. Prerequisites: BUS/MIS 325, MIS 201, MATH 205, and MATH 206.

MIS 321 Object Oriented Programming II 3 Credits
A continuation of MIS 320. Allows students to extensively use a programming language to illustrate the characteristic properties of current object-oriented programming techniques. Prerequisite: MIS 320.

MIS 330 Introduction to Programming with C++ 3 Credits
Students are introduced to programming using C++ as a language. Areas explored in this course are problem solving using C++. The use of variables, constants and arithmetic operators will be examined. Students will work with both built-in and programmer-designed functions, as well as selection structures. Prerequisites: MATH 206, MIS 210.

MIS 440 Operating System Technology 3 Credits
This course enables the upper-level students to explore the features and facilities provided by the designated operating software system. Each student learns the comparative functionally of the system relative to the end-users needs. Prerequisite: MIS 330.

MIS 460 Analysis, Modeling and Design 3 Credits
This course begins with business functional analysis and concludes with information system design. Students are introduced to tools and techniques enabling effective analysis, design and documentation of an information system. Formal methodologies that form the basis of modern information systems will be explored. Prerequisite: MIS 440.

MIS 470 Database Management 3 Credits
Presents the logical concepts of database systems, the possible physical configurations and the nature of database management software. Data analysis techniques and supporting modeling tools are reviewed and applied in individual and group projects. Prerequisite: MIS 460.

MATHEMATICS

MATH 103 Introductory Algebra* 3 Credits
An introduction to algebra beginning with a brief review of operations with real numbers. Topics covered include: Algebraic expressions, solving linear equations and inequalities, rules for exponents, operations with polynomials, factoring techniques, quadratic equations, graphing linear equations, solving systems of equations.

MATH 104 Intermediate Algebra* 3 Credits
Intended to strengthen students' ability in algebra. The course begins with a more in-depth treatment of introductory topics such as linear equations and inequalities, polynomials and factoring, quadratic equations, and systems of equations. Includes an introduction to rational expressions, radicals, and rational exponents. Prerequisite: A grade of C or better in MATH 103 or demonstrated competency through placement testing.

MATH 201 College Geometry* 3 Credits
An introduction to the essentials of Euclidean geometry for students planning to use geometry in a vocation or further study in mathematics or other disciplines. Topics covered include: reasoning in mathematics, the relationship between algebra and geometry, analytic geometry, proofs and constructive triangles, circles, quadrilaterals, polygons, surfaces and solids, and historical notes about famous geometricians. Prerequisite: MATH 104.

MATH 203 Precalculus* 3 Credits
An in-depth look at functions, their properties and graphs. Includes polynomial functions, rational functions, exponential and logarithmic functions, and the trigonometric functions. Prerequisite: A grade of C or better in MATH 104 or demonstrated competency through placement testing.

MATH 204 Quantitative Methods for Business* 3 Credits
An introduction to the various mathematical techniques and quantitative methods used in business to make better (optimal) decisions. Topics covered include: quantitative methods used in practice with spreadsheets, break-even and cost-volume profit analysis, graphical solution of linear programming problems, marketing, financial and production management, applications, probability theory and decision making, Bayes' theorem, decision trees and payoff tables, decision analysis, expected monetary value versus utility as an approach to decision making. Prerequisite: At least Math 103 with a grade of C or better.

MATH 205 Calculus I* 4 Credits
An introduction to limits, continuity, and methods of differentiation. Application to problems in business management and physical science is emphasized. Prerequisite: A grade of C or better in MATH 203 or permission of instructor.

MATH 206 Calculus II* 4 Credits
A continuation of Calculus I, covering integration and differential equations with applications to business, biological sciences, and physical sciences. Prerequisite: A grade of C or better in MATH 205 or permission of instructor.

MATH 208 Introduction to Statistics* 3 Credits
An introductory course in statistics with an emphasis on applications in business, and social and biological sciences. Topics include: data analysis, measures of central tendency and variability, probability, the normal distribution, sampling distributions, confidence intervals, hypothesis testing, correlation and regression analysis. Prerequisite: A grade of C or better in MATH 104 or MATH 204 and at least Sophomore standing.

MATH/IDS 210 Mathematics Applied to Science* 3 Credits
This course provides a review of fundamental mathematical concepts such as probability, algebraic systems of equations, matrices and Markov chains, conics, variation, functions, geometry and trigonometry and explores applications to the physical and biological sciences. The course is designed to provide an historical perspective as well as to demonstrate the power and utility of mathematics. Prerequisite: MATH 203.

MATH 212 Finite Mathematics* 3 Credits
An introduction to mathematical concepts which are directly applicable to understanding and creating computer algorithms. Topics include problem solving strategies, logic, set theory, numeration systems, matrices, and mathematical modeling. This course requires a strong algebraic foundation, including a fluency with the analysis of functions. Prerequisite: MATH 203 with at least a "C" or equivalent.

MATH 320 Differential Equations* 3 Credits
An introduction to the many ways of solving different types of differential equations with emphasis on theory, methods of solution and applications. Topics covered will include solutions of first, second and simple higher order differential equations, homogeneous and non-homogeneous equations, solutions of systems of differential equations using the theory of matrices and determinants and numerical methods of solution. Prerequisite: MATH 206.

MATH 325 Linear Algebra* 3 Credits
An introductory course in linear algebra blending the requirements of theory, problem solving, analytical thinking, computational techniques and applications. Topics covered will include matrix algebra, linear systems, vector spaces, linear transformations, determinants and computer methods. Applications and modeling of real phenomena in transportation systems, archaeology, economics, communications, demography, weather prediction, connectivity of networks, graph theory and fractals. Prerequisite: MATH 205 and MATH 208.

MATH 326 Operations Management* 3 Credits
Explores the art of mathematical modeling of managerial decision problems and the science of developing the solution techniques for these models. Topics covered will include management science techniques used in today's businesses, break-even analysis, presentation models, linear programming (graphical and simplex method), transportation and assignment problems, decision theory, forecasting and inventory models, Markov analysis, solution of nonlinear models in business using calculus-based organization, and network models. Prerequisites: MATH 205 and MATH 208.

MATH 330 Mathematical Modeling* 3 Credits
An application-oriented course on how to solve real word problems from social, medical and life sciences, business and economics by setting up a mathematical model of the situation and then developing techniques for analyzing these models and solving them. Topics covered will include the modeling process, linear models, financial models, modeling using proportionality, fitting linear and nonlinear models to data graphically, the least-squared criterion, linear programming models, modeling using the derivative, matrix and probability models, Markov chain models, modeling interactive dynamic systems. Prerequisites: MATH 206 and MATH 208.

MUSIC

MUS 101 Music Appreciation I* 3 Credits
A musical survey course through which students can begin to enjoy and appreciate music. The history and development of music is emphasized starting with Bach. The music of Mannheim and the classic periods through Beethoven and Schubert are covered. Particular emphasis is placed on symphonic form and the orchestra.

MUS 102 Music Appreciation II* 3 Credits
Continuation of MUS 101. Music of the Romantic period and the twentieth century through Stravinsky is studied in detail.

MUS 201 **Musical Comedy*** **3 Credits**
A survey of the rise of the musical comedy from origins in England in the eighteenth century (Gay's The Beggar's Opera) through the 1920's in the United States. Works by Weill, Kern, Hammerstein, Rogers, Gershwin, Bernstein, Porter, Lerner and Loewe, Wilson, and others are studied.

MUS 203 **Popular Music*** **3 Credits**
A detailed investigation of the rise of popular music in the United States with particular emphasis on the development of rock music and its derivatives. Musical examples include work from Presley, The Beatles, The Rolling Stones, Clapton, The Who, Cooper, Hendrix, Joplin, and Dylan.

MUS 215 **The History of Jazz*** **3 Credits**
An in-depth study of the history with an overview of the influences of African traditions and the development of the blues. Students will gain insight into the various jazz idioms through recordings of significant artists and compositions. Topics covered will range from dixieland to contemporary styles with an emphasis on swing and bebop.

OCCUPATIONAL THERAPY ASSISTANT

OTA 101 **Introduction to Occupational Therapy** **3 Credits**
An introduction to the history, philosophy, and current practice of occupational therapy, including scope of practice, levels of practitioners, documentation, ethics, advocacy, and Level I Fieldwork experience.

OTA 102 **Therapeutic Interaction** **3 Credits**
Teaches development of professional behavior skills, group leadership skills, and therapeutic use of self in an interactive format.

OTA 103 **Therapeutic Activities** **3 Credits**
Introduction to the materials and methods of clinical treatment, from traditional arts and crafts techniques through computer applications.

OTA 104 **Clinical Analysis** **3 Credits**
A course focusing on the basic knowledge and skills of clinical analysis necessary for the OTA: activity/task analysis, kinesiology, and medical terminology.

OTA 105 **Physical Dysfunction** **3 Credits**
Teaches definitions of physical impairments and impact of physical trauma or disease on functional performance and independence.

OTA 203 **Service Management in OT** **3 Credits**
Introduction to the non-treatment, indirect activities crucial to successful therapy, including issues of management, professional advocacy, legislative issues, organizational issues, health care industry impact, and market changes. Prerequisite: OTA 101.

OTA 204 **OT Interventions: Adolescents and Young Adults** **3 Credits**
An overview of the developmental tasks of adolescence and early adulthood, psychosocial, and physical dysfunctions seen with this population and the appropriate OTA interventions. This course includes a lab section, OTA 204L. Prerequisites: OTA 101, BIO 105 and BIO 106.

OTA 204L **Treatment Modalities Laboratory** **1 Credit**
A laboratory course coordinated with OTA 204.

OTA 206 **OT Interventions: Middle and Older Adults** **3 Credits**
A course focusing on the special concerns of middle and older adults, the aging process, psychological and physical adaptations, and appropriate OTA interventions. Dysfunctions commonly seen in this population and methods to promote independence and maintain wellness are included. This course includes a lab section, OTA 206L. Prerequisites: OTA 101, BIO 105 and BIO 106.

OTA 206L **Treatment Modalities Laboratory** **1 Credit**
A laboratory course coordinated with OTA 206.

OTA 208 **OT Interventions: Infants and Children** **3 Credits**
Addresses the sensorimotor, cognitive, and psychosocial development of infants and children. Developmental disabilities, physical, and psychosocial dysfunctions common with this population will be addressed as well as the appropriate OTA interventions. This course includes a lab section, OTA 208L. Prerequisites: OTA 101, BIO 105 and BIO 106.

OTA 208L **Treatment Modalities Laboratory** **1 Credit**
A laboratory course coordinated with OTA 208.

OTA 301 **Clinical Integration** **6 Credits**
This course is an academic/clinical hybrid. During the academic semester, the course will focus on the transition from student to clinician, including information on procedures, protocol and expectations of Level II Fieldwork, certification and licensure preparation, professional communications, ethics, job search skills, and professional behavior. Upon completion of the academic portion of the semester, the students will begin their 16 weeks of Level II Fieldwork. The course will be completed when both the academic portion and Fieldwork affiliations have been completed satisfactorily.

PHILOSOPHY

PHIL 101 **Introduction to Philosophy*** **3 Credits**
Introduces the student to the basic problems of philosophy, such as the sources of knowledge, the relationship between mind and body, freedom as opposed to determinism, and the nature of values.

PHIL 106 **World Religions*** **3 Credits**
Provides an overview of the major religious traditions: Taoism, Confucianism, Hinduism, Buddhism, Judaism, Christianity, and Islam. Central themes from these traditions will be studied through selected scriptures and texts of each tradition.

PHIL 110 **Ethics*** **3 Credits**
Introduction to analysis of conduct, moral reasoning, and foundation of ethical values in a search for the ultimate meanings of human experience. The following specific problems are examined: life and death issues; human experimentation; sexuality; truth-telling in medicine; honesty in business; cheating and lying; stealing and reparation; egoism, obligation; and capital punishment. (Successful completion of this course satisfies the Ethical Reasoning Core Curriculum requirement.)

PHIL/IDS/ENG 202 Aesthetics* 3 Credits
Creativity, interpretation, expression, style, symbolism, evaluation, art, and societyn-dashall from the philosophical perspective. Students are exposed to a variety of approaches to the question "what is beauty?" The arts and everyday experiences are examined in an effort to answer the question about beauty, as well as the other questions such exploration raises. Course fulfills either philosophy or literature requirements of specific programs. Prerequisite: ENG 102.

PHIL 203 Existentialism* 3 Credits
An examination of such questions as: "who am I?"; "what relationship(s) do I have with myself?, with others?, with the universe?" Readings are taken from Kierkegaard, Nietzsche, Heidegger, Buber, Jaspers, Sartre, and others. The influence of existentialism on psychology, society, art, religion, and politics is explored. Course fulfills either philosophy or literature requirements of specific programs Prerequisite: ENG 102.

PHIL 204 Philosophies of Love* 3 Credits
An investigation of affectivity centering on different meanings of the emotion "love" including friendship, spirituality, ecstasy, and romance. A philosophical inquiry into the person-as-sexed, freedom, choice, responsibility, object, subject, and authenticity. Readings drawn from philosophy, history, psychology and literature.

PHIL/IDS 352 Knowing and Reality: East and West* 3 Credits
A comparative analysis of eastern and western perception of reality in philosophy and literature, beginning with an historical overview of theories of knowledge and truth as well as the psychological factors in learning. Prerequisites: PHIL 101, PSYC 101, and Junior standing.

PHYSICAL THERAPIST ASSISTANT

PTA 111 Introduction to the Field of Physical Therapy 3 Credits
An introduction to physical therapy and the contributions of the physical therapist and physical therapist assistant. Topics include: history of physical therapy, scope of practice, medical terminology, anatomy and physiology for physical therapist assistants, and an introduction to orthopedic and medical conditions. Initial exposure to documentation for the PTA will also be included in this course. Corequisite: BIO 105.

PTA 112 Fundamentals of Physical Therapy Procedures 4 Credits
Fundamentals of patient care procedures including body mechanics, bed and chair positioning, bed mobility, transfers, range of motion exercises, universal precautions and gait training. Lecture will include an introduction to selected medical conditions. Course will also provide instruction and practice in vital sign assessment and documentation skills for the PTA. This course includes a lab component for students to practice skills in a mock clinical setting. Corequisite: BIO 105.

PTA 113 Applied Kinesiology I Lecture 3 Credits, Lab 1 Credit

A detailed study of the anatomy of the lower extremity and pelvis including osteology, myology, arthrology, biomechanics, muscle physiology and neurophysiology. Application of the function of the musculoskeletal system to patient related activities and therapeutic procedures. Lab component will explore concepts of assessment and special tests and measurements including: analysis of human movement, techniques of goniometric measurement and manual muscle testing of the lower extremities. Prerequisites: BIO 105 and PTA 111.

PTA 114 Therapeutic Exercise I 3 Credits

Muscle physiology and an introduction to orthopedic and neurological pathologies are discussed. A detailed study and practice of therapeutic techniques including stretching, manual resistance, isotonic and isokinetic exercises, endurance, coordination and flexibility exercises. Postural correction and balance training techniques are included as well as a brief introduction to proprioceptive neuromuscular facilitation techniques. This lecture/lab course includes an emphasis on integration of exercise regimes. Prerequisites: BIO 105, PTA 111 and PTA 112.

PTA 115 Applied Clinical Procedures 3 Credits

Course provides instruction/practice in PTA management of patients with cardio-pulmonary disease, instruction/practice in medical asepsis/sterile technique, PTA management of patients with burns or wounds and a study of orthotics and prosthetics. This course will also discuss critical problem solving of the complex medical patient. Prerequisites: Satisfactory completion of all first year courses.

PTA 116 Clinical Education I (Summer Session Course) 3 Credits

One week of classroom instruction covering integration of professional skills and behavior learned in the first and second semesters, followed by four weeks of full-time clinical experience under the supervision of a licensed physical therapist or physical therapist assistant. Prerequisite: Satisfactory completion of all first year courses, at least a 2.0 G.P.A., and consent of the Department Chair.

PTA 117 Thermal Agents (Summer Session Course) 1 Credit

An introduction to the use of heat and cold modalities including indications, contraindication and physiological effects of thermal agents. Pain theories and methods to assess pain are included. Course entails lecture and laboratory components, providing students an opportunity to use modalities which include: paraffin, fluidotherapy, hydrotherapy, hot pacs, cold pacs, ice massage, vapor coolants and cold compression pacs. Prerequisites: Successful completion of all first year courses.

PTA 119 **Topics of Patient Care** **4 Credits**
This course consists of two semester-long seminars, an 8 hour observation component and a 3 hour public service requirement. One seminar is devoted to generational issues related to physical therapy treatment, along with normal and abnormal motor development of the child. The second seminar develops concepts of professionalism, ethical decision making, psychosocial issues, multicultural sensitivity, therapeutic communication and patient education. An introduction to the clinical setting is by way of an 8 hour observation component in which students shadow a licensed physical therapist or physical therapist assistant. Prerequisites: PTA 111, PTA 112 and PSYC 101.

PTA 211 **Advanced Physical Therapy Procedures** **2 Credits**
This is one of two capstone courses offered by the PTA Program. This course is designed to prepare the student for the final two clinical experiences by encapsulating previous course work and applying it to case studies. Patient diagnosis, current status and short and long term goal achievement will be addressed with specific attention to treatment implementation and the plan of care. A final, cumulative practical exam is incorporated into this advanced course. Prerequisites: Satisfactory completion of all first, second and third semester courses.

PTA 212 **Soft Tissue Techniques and Modalities** **3 Credits**
A study of procedures used for relief of pain and improvement of tissue nutrition, including the physiological basis for and indications, contraindications and precautions of modalities used in the physical therapy setting. Lab component includes supervised instruction in the use of deep heat modalities, EMS, TNS, mechanical spinal traction and soft tissue techniques. Prerequisite: Satisfactory completion of all first year courses.

PTA 213 **Applied Kinesiology II** **Lecture 3 Credits, Lab 1 Credit**
A detailed study of the anatomy of the upper extremity, trunk, spine, neck and skull including osteology, myology, arthrology and biomechanics. Application of the function of the musculoskeletal system to patient related activities and therapeutic procedures. Lab component will explore concepts of assessment and special tests and measurements including analysis of human movement and techniques of goniometric measurement and manual muscle testing of the upper extremities. Prerequisites: BIO 105, BIO 106, PTA 111, PTA 113 and PTA 113L.

PTA 214 **Therapeutic Exercise II** **4 Credits**
Explores therapeutic exercise with a focus on neurological techniques, neurological conditions and an integration of treatment techniques. Topics include orthotics, architectural barriers and adaptions, TBI, spinal cord injuries, CVA's and ADL's. This course includes a lab component for students to practice skills in a mock clinical setting with the supervision of licensed physical therapists or physical therapist assistants. Prerequisites: Satisfactory completion of all first year courses.

PTA 215 **Organizational and Legal Issues in Physical Therapy** **2 Credits**
Explores concepts and systems of health care, organization and administration, legal considerations in physical therapy practice, and medical ethics. A seminar component prepares students for Clinical Education II and III. Prerequisites: Satisfactory completion of PTA 111, PTA 112 and PTA 119.

PTA 216 PTA Seminar 2 Credits
This is one of two capstone courses offered by the PTA Program. This seminar course introduces students to various specialties in the field of physical therapy. Guest speakers will lecture on current clinical practices and specialties in the field. Satisfactory completion of the PTA Program's comprehensive examination will be required. Prerequisite: Satisfactory completion of first, second and third semesters.

PTA 217 Medical Pathology for the Health Professions 3 Credits
Major pathophysiologic concepts are explored using a body systems approach relating them to the practice of the health care professional. Theories relating etiology, pathogenesis and clinical manifestations are used to study common disease processes. Course also describes the impact of cellular dysfunction, interpretation of medical laboratory tests and drug interaction and pharmacology for the health care provider. The course encourages critical analysis of the clinical data to identify logical connections and integration. Prerequisites: BIO 105, PTA 111 and PTA 112.

PTA 218 Clinical Education II 5 Credits
Clinical experience under the supervision of a licensed physical therapist, or physical therapist assistant. Prerequisite: Satisfactory completion of all first, second and third semester courses, at least a 2.0 G.P.A. and consent from the Department Chair.

PTA 220 Clinical Education III 5 Credits
Clinical experience under the supervision of a licensed physical therapist or physical therapist assistant. Prerequisite: Satisfactory completion of PTA 218 and consent from the Department Chair.

PHYSICS

PHYS 111 General Physics I* 4 Credits
The first semester of a one-year course which surveys the field of physics at a non-calculus level. Topics include motion in one and two dimensions, force, uniform circular motion, work and energy, and statics of rigid bodies. The laws of thermodynamics will be introduced. Laboratory experiments are conducted to complement the material covered in lecture. Prerequisite: MATH 203 or equivalent. Corequisite: PHYS 111L.

PHYS 112 General Physics II* 4 Credits
A continuation of PHYS 111. Topics will include waves motion, electric potential, electric current, resistance, capacitance, and magnetism. Geometrical and wave optics will be introduced. Atomic and quantum theory will be included. Laboratory experiments are conducted to complement the material covered in lecture. Prerequisite: PHYS 111. Corequisite: PHYS 112L.

POLITICAL SCIENCE

POLS 101 **American Government and The Political Order*** **3 Credits**

An examination of the basic principles that form the foundation for the structure and practice of American government. The impact of the political system on the citizen is explored along with the central assumptions and concepts which serve as the basis for the field of political science.

POLS 102 **Political Theory*** **3 Credits**

Central questions in political theory will be addressed. What is justice? What is freedom? What is the state? What makes a government legitimate? Is there any general obligation to obey the state? Some discussion will be focused on theories of modernity and communities, the evolution of liberalism and individualism, and the relationship between politics and economics. Readings will come range from the Greeks to modern thinkers.

POLS 201 **State and Local Government*** **3 Credits**

This course begins with the constitutional and legal basis for state and local government. The functions of the executive and legislative branches will be examined. The role of the bureaucracy and the budgetary process will also be studied. Political parties, interest groups, public opinion and political reporting in the press will be given attention. Finally, local government will receive some consideration.

POLS 202 **Issues in Contemporary Political Thought*** **3 Credits**

Consideration of political and social issues under four broad topics: law, liberty, justice, and equality, particularly as they apply to women and minority groups. Examines a variety of traditional and modern political and social theories in disobedience, life and death issues, restitution, war, anarchy, and public employee strikes.

POLS 208 **Contemporary Issues in International Relations*** **3 Credits**

Basic concepts and major contemporary problems of international relations are examined. Topics such as the Middle East, East-West relations, deterrence versus disarmament, human rights and third world countries will be discussed. Survey of the major theories and approaches to international relations will also be included.

POLS/SOC 235 **Juvenile Justice*** **3 Credits**

The course introduces students to the Juvenile Court System covering such subjects as Juvenile law, court diversion, dispositions, sentencing, waivers, CHINS petitions, and the role of Youth Services. Prerequisite: SOC 214.

POLS/CJ 301 **Constitutional Law*** **3 Credits**

Serves as an introduction to American constitutional interpretation. Topics to be covered include legal precedent, legal issues surrounding the executive and legislative branches of the federal government, the role of the Supreme Court as a political institution, and the Court's interpretations of issues dealing with the Bill of Rights to the present.

POLS 320 Policy-Making and The Political Process* 3 Credits
Discussion of the dynamics of public policy-making in the United States at the national, state, and local levels. An examination of the factors influencing policy formation in a variety of areas: health, education, welfare, and urban planning. An analysis of how policy outcomes are evaluated is also covered. Prerequisite: POLS 101.

PSYCHOLOGY

PSYC 101 Introduction to Psychology 3 Credits
This course provides an introduction to the study of human behavior, feeling and thought. The course will include areas such as learning, personality, the relation between the brain and behavior, human development and psychopathology. Although the focus is on topics studied by contemporary psychologists, classical theories are also covered.

PSYC 205 Human Sexuality* 3 Credits
This course is designed to introduce factual information about human anatomy, gender identity, sexual preference, and gender role theory. The course will cover psychosexual disorders, explore the impact of sexual trauma, and discuss body image and shame. Upon completion of this course, the student will be familiar with normal sexual behavior and will have been challenged to think critically about many issues surrounding human sexuality. Prerequisite: PSYC 101.

PSYC 210 Abnormal Psychology* 3 Credits
An examination of the wide range of personality and behavioral disorders. Both traditional and contemporary theories of psychopathology are reviewed. Emphasis is also placed on the tools, techniques, and process of both the diagnosis and the treatment of various disorders. Prerequisites: PSYC 101.

PSYC 212 Psychology of the Life Span* 3 Credits
This course investigates how people create their lives as they move from infancy to old age. The course will emphasize the characteristics of major stages and the developmental tasks that each stage of life brings. Prerequisite: PSCY 101.

PSYC 218 Dynamics of Small Groups* 3 Credits
Focus is on the "class" as a small group as it unfolds through the semester. The objective is to engender a basic understanding of the nature of a group; interpersonal relations within it; varieties of leadership; goal-setting; decision-making; communication networks; and techniques of observing and analyzing group process. Prerequisites: SOC 101 or PSYC 101.

PSYC 220 Social Psychology* 3 Credits
An introduction to the study of social interactions from a psychological perspective. Research reviewed focuses on topics such as: social perception, group interaction, attitude formation, attitudinal change, aggression, conflict, and pro-social behavior. Prerequisite: PSYC 101.

PSYC 225 Psychology of Adjustment* 3 Credits
This course provides an overview of the ways psychology can provide guidance in meeting the challenges of living. The course begins with an overview of strategies used to cope with "normative" developmental stressors of life and then introduces a psychological understanding of adaptation to adversity. Topics related to coping with trauma may include the effects of: early loss of caretakers; illness; violence; child abuse, neglect and sexual trauma. Each topic is studied in terms of: the origins of stress, the manifestations of stress, the positive and negative outcomes of stress and resources available to reduce stress to increase chances of an adjustment to normative role changes and to adversity. Prerequisite: PSYC 101.

PSYC 301 Addiction* 3 Credits
The addictive process and current theories are investigated, including the principles of individual differences, behavior consistency, biological and environmental determination and self-determination. A variety of addictions are investigated including, but not limited to, alcohol, illicit drugs, love, eating, gambling, and smoking. Prerequisite: Any 200 level psychology course.

PSYC 302 The Biological Basis of Behavior* 3 Credits
This course examines current research in the fields of biology, neuroscience and psychology that explain the role of neural mechanisms in evoking and controlling human behavior. Topics include: thirst and hunger, sleep and arousal, sexual behavior, emotion, aggression, learning, memory and mental disorders. Prerequisite: Any 200 level psychology course and Human Biology.

PSYC 303 Psychology of Women* 3 Credits
This course reviews theory related to women's development throughout the life cycle. Issues of sexism in the diagnosis and treatment of psychopathology are studied as they affect women's mental health. Topics covered may include: research related to the biological differences between women and men; development of women's self-concept; and cross cultural comparisons of sex roles in work, family and social relationships. Various classical theoretical perspectives of development will be critiqued. The impact of gender role socialization will be covered. Prerequisite: Any 200 level PSYC course.

PSYC 305 Psychology of Personality* 3 Credits
Introduces students to a variety of the most important theories of personality: i.e., Freud, Jung, Adler, Rogers, and others. Case studies are examined with the intent of making theories more practical and useful. Prerequisite: Any 200 level psychology course.

PSYC 310 Adolescent Psychology* 3 Credits
An examination of the adolescent period of life as a period of multiple simultaneous changes in the mind and body that set the stage for adult life. Particular attention will be paid to gender differentiated experiences in adolescence; how males and females differ in their experience of the changes that occur during adolescence. The role of culture in determining the adolescent experience is discussed. Prerequisite: PSYC 101.

PSYC 312 Psychological Interventions With Children* 3 Credits
This course builds upon material presented in the Child Development or Lifespan courses with an emphasis on current research into intellectual, social, and emotional human development from infancy through adolescence. With this as a base, students are introduced to theories which inform the therapeutic process in working with children and their families. Students are introduced to topics related to child psychotherapy including: the role of the psychosocial assessment, child psychopathology; the role of psychological testing, the analysis of drawings, and the use of play therapy, social learning theory, and structural family therapy. Prerequisites: ED 101 or ED 102 or PSYC 212.

PSYC 317 Cross-Cultural Perspectives: Comparative Views of Human Development* 3 Credits
Study of human development, personality structure, mental health, illness, and interventions from a comparative, cross-cultural perspective. A range of varying notions and descriptions of psychological experience are explored using a cross section of cultural groups. Prerequisite: Any 200 level psychology course.

PSYC 319 Behavior Change* 3 Credits
This course reviews the principles of human behavior based upon behavior therapy, social learning theory, and operant conditioning techniques. The course includes the study of positive control, aversive control, modeling behavior, token economy systems, and extinction procedures used to produce change in human behavior. Attention is paid to the ethical implications of controlling human behavior in educational, mental health, and medical settings. The material is relevant to those who are or will be working in organizations which serve people with developmental disabilities, children, adolescents and the elderly. Prerequisite: Any 200 level psychology course.

PSYC 325 Death, Dying & Bereavement* 3 Credits
Exploration of the meaning and implications of death. The course will explore the experience of the dying person; grief and mourning; family response to loss; cultural understandings of death and new professional approaches to care for the dying. Prerequisite: Any 200 level psychology course.

PSYC 328 Cognitive Processes 3 Credits
A study of the ways in which humans learn, remember, communicate, think, and reason. Emphasis is on the role of experimental data in development and evaluation of cognitive theories. Prerequisite: Any 200 level psychology course.

PSYC 330 Research Methods in the Social Sciences* 3 Credits
An exploration of qualitative and quantitative approaches used by social scientists to understand human behavior and the basic patterns that characterize the social world. Topics include: implications and limitations in researching humans/organizations/communities; quality of data; research designs including surveys, experiments, and field studies. Prerequisite: MATH 208 with a "C" grade or better.

PSYC 345 Assessment of Individual Differences* 3 Credits
Study of a wide variety of tests and measurements used to assess intelligence, aptitude, achievement, and personality in clinical and counseling psychology, in education, and in business. Consideration of history and theory of these tests is complemented by discussion of practical concerns related to their selection, their administration, and their interpretation in specific settings. Prerequisites: MATH 208 and PSYC 101.

PSYC 351 Aging in America* 3 Credits
An examination of the psycho/social factors affecting the development of the individual during the late adult period beginning approximately at the retirement age. Many aspects of aging are studied, including biological changes which may affect psycho-social functioning. Topics include: sensory processes, intellectual changes, life transitions, loss, etc. Prerequisites: A 200 level PSYC or SOC course.

SCIENCE

For additional courses in Science, refer to page 158.

SCI 101 Science I* 3 Credits
Provides the non-science major with an introduction to the principles governing the technological world of our era. Topics include the scientific methods, gravity, energy, electricity, magnetism, light, and introductory chemistry. Laboratory experiments are conducted to complement the material covered in lecture.

SCI 102 Science II* 3 Credits
Provides an introduction to earth science, astronomy, and environmental science. Topics include the weather, solar system, stars, the universe, and global pollution. Laboratory experiments are conducted to complement the material covered in the lecture.

SCI/IDS 211 Global Ecology* 3 Credits
During this course, students will examine the basic principals of ecology and the problems encountered in making public policy decisions relevant to environment issues. The class will focus on strategies that mitigate the conflict between environmental protection and economic growth. Topics to be covered will include: ecosystem dynamics, human populations growth, human interactions with environment, natural resources and pollution, global energy use, and the environmental link between economics, politics and human health. A research paper, possibly in the form of a group project, will be required. Prerequisite: At least Sophomore standing or permission of the instructor.

SCI/IDS 302 Topics in Contemporary Science* 3 Credits
An exploration of current issues providing the critical, yet sympathetic, perspective of non-scientists. Topics may include: AIDS, the environment, biotechnology, nuclear energy, biochemical warfare, uses of artificial intelligence, contributions of women in science. Prerequisite: At least Junior standing or permission of the instructor.

SCI/IDS 305 Revolutions in Science* 3 Credits
A historical look at science over the past five centuries, focusing on the revolutionary breakthroughs which have occurred and the various human perceptions of them. Students will learn how major shifts in scientific thought influenced religious, social, and political standards of the time. Possible topics: the Copernican revolution, the revolution in the physical sciences (Kepler, Gilbert and Galileo), the Newtonian revolution, the chemical revolution (Lavoisier), evolutionary theory (Darwin and Wallace), Einstein and relativity. Prerequisite: Junior standing or permission of the instructor.

SCI 340 Research Design and Methodology* 3 Credits
A study of current research methods and research tools with specific applications to the fields of allied health. Topics include data acquisition, sampling, instrumentation or testing devices, research design, testing procedures, and treatment of data. Each student must participate in a research project based on course material. Prerequisite: MATH 208.

SOCIOLOGY

SOC 101 Introduction to Sociology* 3 Credits
A survey course that explores how social and cultural forces influence personal experience and social behavior. The focus is on the interrelationships of groups, social organization, and social institutions such as education, religion, family, and the economic and political order.

SOC 102 Introduction to Women's Studies* 3 Credits
This course is designed to help students develop a critical framework for examining feminist thought and gender-related behaviors. Utilizing sociology, anthropology, history and literature the course will examine the roles and stereotypes society ascribes to women and how those roles impact the development of a feminist perspective in a contemporary world.

SOC 214 Sociology of the Family* 3 Credits
An examination of the physiological, psychological, and cultural aspects of one's expression of self and how they influence the patterns and process of establishing and maintaining a family unit. Patterns and processes of forming and dissolving family relationships, and finally, reinforcing the stability of the family unit are considered. Prerequisite: SOC 101.

SOC 221 Contemporary Social Issues: Social Problems* 3 Credits
An examination of conditions and issues that result in tension and disorder. Examples drawn primarily from American Society include: labeling and social control of deviants, oppression of minorities, poverty, violence, ageism, and ecological concerns. Prerequisite: SOC 101.

SOC 229/ED 229 Multicultural Issues in Schools and Communities* 3 Credits
This course examines multicultural issues and their impact on diversity, pluralism, and bilingual populations. These learning experiences explore the sociological and educational perspectives of various cultures, languages and environments, including the school and society as a whole. This class is cross-listed as SOC 229 and ED 229. Prerequisite: SOC 101.

SOC/CJ 235 Juvenile Justice* 3 Credits
The course introduces students to the Juvenile Court System covering such subjects as Juvenile law, court diversion, dispositions, sentencing, waivers, CHINS petitions, and the role of Youth Services. Prerequisite: CJ 101.

SOC 301 Race and Ethnic Relations* 3 Credits
An examination of the changing nature of race and ethnic relations with primary emphasis on the United States. Topics will include the following: the origins and consequences of racial/ethnic discriminations; immigration policies; movements for integration and separatism; the role of class, religion, and gender on issues of race/ethnicity; the impact of widely differing cultural heritages on our national life, and specific present day problems and trends. Prerequisites: SOC 101 and a 200 level Social Science course.

SOC 304 Sociology of Education* 3 Credits
An analysis of education as a formal and informal organizational structure in American society. The primary focus is on education as a tool for social cohesion, consensus, control, and as a socialization agent influencing one's self concept. Prerequisites: SOC 101 and a 200 level Social Science courses.

SOC 310 Sociological Theory* 3 Credits
An historical survey of classical and contemporary theories in sociology. Theories are examined as explanatory tools in the understanding of social structure and social change, and as reflections of the societal conditions from which they emerged. Prerequisites: Any 200 level Sociology course and Junior or Senior status.

SOC 330 Research Methods in the Social Sciences* 3 Credits
An exploration of qualitative and quantitative approaches used by social scientists to understand human behavior and the basic patterns that characterize the social world. Topics include: implications and limitations in researching humans/organizations/communities; quality of data; research designs including surveys, experiments, and field studies. Prerequisite: MATH 208.

SOC 332 Community and Organizational Change* 3 Credits
The course introduces students to the skills needed to be "change agents" on behalf of disenfranchised communities. Students will learn: how to assess a community's needs, how to organize people at a grass roots level and how to choose appropriate advocacy skills (persuasion, negotiation and social action) in order to implement organizational and community change. Students will be required to apply course concepts to an organizational change project. Prerequisite: Any 200 level Social Science course.

SOC 335 Social Policy* 3 Credits
This course examines the historical and contemporary factors influencing the making of social policy and introduces the student to the processes which American society uses to approach social problem identification and problem-solving. Special attention will be given to the relationships of values to social policy and the impact of social policy decisions on the provision of social and human services. Approaches to the analysis of social policy will be examined. Prerequisite: 200 Level SOC course.

SOC 341 Women's Roles in Contemporary Society* 3 Credits
An analysis of belief systems that promote or impede a women's ability to function as an organizer or manager responsible for a business or any other type of enterprise. Topics include: gender differences in managerial and leadership styles, success and fear of success, risk taking, achievement and affiliation values, interpersonal power, mentors and communication patterns. The objective is to examine alternatives for change in creating a new and more effective partnership between men and women in the world of work. Prerequisites: BUS 107 or 100 level Social Science course and Junior standing.

SOC 351 Psychological and Sociocultural Aspects of Aging* 3 Credits
An examination of the psycho/social factors affecting the development of the individual during the late adult period beginning approximately at the retirement age. Many aspects of aging are studied, including biological changes which may affect psycho-social functioning. Topics include: sensory processes, intellectual changes, life transitions, loss, etc. Prerequisites: Any 200 level Social Science course.

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B.S., Berea College

PHYSICAL THERAPIST ASSISTANT PROGRAM CLINICAL AFFILIATIONS

Bay State Medical Center
Springfield, MA

Beth Israel Deaconess Medical Center
Boston, MA

Benjamin Health Care Center
Boston, MA

Beverly Manor of Plymouth
Plymouth, MA

Brockton Hospital
Brockton, MA

Caritas Good Samaritan Hospital
Brockton, MA

Caritas Southwood Hospital
Norfolk, MA

Carney Hospital
Boston, MA

Charles River Sports Therapy
Boston, MA

Children's Hospital Medical Center
Boston, MA

Clifton Rehabilitative Nursing Center
Somerset, MA

Cohasset Knoll Skilled Nursing and Rehab
Cohasset, MA

Copley Hospital
Morrisville, VT

Cotting School
Lexington, MA

Crawford Skilled Nursing and Rehab
Fall River, MA

Deaconess Waltham Hospital
Waltham, MA

Dedham Medical Associates
Dedham, MA

DenMar Nursing Home
Rockport, MA

Elihu White Nursing and Rehab Center
Braintree, MA

Embassy House
Brockton, MA

Emerson Hospital
Emerson Hospital Home Care
Concord, MA

Fairlawn Rehabilitation Hospital
Worcester, MA

Fallon Medical Center
Worcester, MA

Falmouth Hospital
Falmouth, MA

Frisbie Memorial Hospital
Rochester, NH

Goddard Center for Transitional Care
Stoughton, MA

Greenery Extended Care Center at North Andover
North Andover, MA

Harrington House Nursing and Rehab Center
Walpole, MA

H.A.R.T. Associates
Malden, MA

HealthSouth Braintree Rehab Hospital
Braintree, MA

HealthSouth
Chestnut Hill, MA
Framingham, MA
Lewiston, ME
Abington, MA

HealthSouth OP Center at Symmes
Arlington, MA

HealthSouth Rehab of Western MA
Ludlow, MA

HealthSouth St. Joseph's Health Care Center
Lowell, MA

Hebrew Rehab Center for the Aged
Boston, MA

Hellenic Nursing Home
Canton, MA

Hollingsworth House/Braintree Manor
Braintree, MA

Heywood Rehab Center
Gardner, MA

LABBB Collaborative
Lexington, MA

Lawrence Memorial Hospital
Medford, MA

Lemuel Shattuck Hospital
Boston, MA

Lexington Physical Therapy Associates
Lexington, MA

Life Care Center of Auburn
Auburn, MA

Life Care Center of North Shore
Lynn, MA

Life Care Center of Plymouth
Plymouth, MA

Life Care Center of West Bridgewater
West Bridgewater, MA

Malden Hospital
Malden, MA

Massachusetts Hospital School
Canton, MA

Mayflower Nursing and Rehab
Plymouth, MA

Medical College of Virginia
Richmond, VA

Mediplex Rehabilitation
Bradenton, FL

Mediplex Rehabilitation Hospital
New Bedford, MA

Meeting Street Center
East Providence, RI

Melrose-Wakefield Hospital
Melrose, MA

Memorial Hospital
North Conway, NH

MetroWest Medical Center
Framingham, MA

Milford Meadows
Milford, MA

Milford-Whitinsville Hospital
Milford, MA

Milton Hospital
Milton, MA

Monadnock Community Hospital
Peterborough, NH

Morton Hospital and Medical Center
Taunton, MA

New England Baptist Hospital
Boston, MA

Newton-Wellesley Hospital
Newton, MA

Northeast Rehab OP Center
N. Andover, MA

North Country Hospital
Newport, VT

Northeast Rehabilitation Hospital
Salem, NH

Novacare
West Bridgewater, MA

Orthopedic Rehabilitation Affiliates
Lowell, MA
Haverhill, MA

Perkins School for the Blind
Watertown, MA

Physical Therapy Advantage
Wellesley, MA

Quincy Hospital
Quincy, MA

Rehabilitation Hospital of CT
Hartford, CT

Rehabilitation Hospital of Rhode Island
North Smithfield, RI

Rehabilitation Specialists
Quincy, MA

Rhode Island Hospital
Providence, RI

South Shore Hospital
S. Weymouth, MA

Spaulding Cape Cod Rehab Center
Hyannis, MA

Spaulding Neighborhood Rehab Center
Brighton, MA

Spaulding Newton-Wellesley Rehab Center
Wellesley, MA

Spaulding Rehabilitation Hospital
Boston, MA

Sports Therapy
Quincy, MA
Stoughton, MA
West Roxbury, MA

St. Johnsbury Health and Rehab Center
St. Johnsbury, VT

St. Joseph's Hospital
Nashua, NH

St. Patrick's Manor
Framingham, MA

The Oaks
New Bedford, MA

The Oxford
Haverhill, MA

The Stone Institute
Newton, MA

UMass Memorial Medical Center
Worcester, MA

Vencor
Peabody, MA

Walpole Area Visiting Nurse Association
Walpole, MA

Westerly Hospital
Westerly, RI

Whittier Rehabilitation Hospital
Haverhill, MA

Wilmington Physical Therapy
Wilmington, NC

Youville Hospital
Cambridge, MA

Lasell
COLLEGE

Campus Map

From the West: Take the Massachusetts Turnpike (Route 90) to exit 14 (Route 128, I-95 North/South). After going through the toll booth take the "128 North 30" ramp to exit 24 East (Route 30, Commonwealth Avenue). Travel east on route 30 for 1.4 miles to the sign for LASELL on the right. Turn right onto Cheswick Road.

From the South: Take Route 95 (also 128) North to exit 24 (Route 30, Mass. Pike). Follow sign to Route 30. Take Exit 24, Route 30, Newton/Wayland. Turn right at Route 30 East, Newton/Boston. You will be on Route 30 (Commonwealth Avenue). Travel 1.4 miles to the LASELL sign and turn right onto Cheswick Road.

From the North: Take Route 95 (also 128) to exit 24. At the exit ramp take Route 30 East (Commonwealth Avenue). Travel 1.4 miles to the LASELL sign and turn right onto Cheswick Road.

From the East: Take the Massachusetts Turnpike (Route 90) to Route 16 (Newton-Wellesley) exit. Bear right (Route 16 West) off the ramp onto Washington Street. At the third traffic light, turn right onto Commonwealth Avenue. Turn left onto Cheswick Road at the LASELL sign.

BUILDINGS

1 Irwin Hall
2 Potter Hall
3 Wolfe Hall
4 Wass Science Hall
5 Woodland Hall
6 Edwards Student Center
7 The 1851, Valentine Dining Hall
8 Athletic Center
9 Gardner House
10 Case House
11 Brennan Library
12 Carpenter House
13 Winslow Hall
14 The Holway Child Study Center at the Barn Day Care
15 Mott House
16 Pickard House
17 70 Maple Street
18 Keever House
19 Chandler House
20 Odway House
21 Briggs House
22 DeArment House
23 26 Maple Terrace
24 Saunders House
25 Klingbeil House
26 Hoag House
27 Yamawaki Art and Cultural Center
28 Buildings and Grounds
29 73 Seminary Road
30 Eager House
31 Karandon House
32 Plummer House - Lasell Inn
33 Cushing House
34 Haskell House
35 Holway House
36 Spence House
37 Hamel House
38 Bancroft House
39 McClelland Hall
40 Van Winkle Hall
41 The Holway Child Study Center at Rockwell Nursery School

A Boat House
B Grellier Field, Rockwell Nursery School
C Lasell Village

OFFICES

2 Academic Affairs -Financial Planning -Registrar's Office
1 Admission Office
25 Alumni Relations and Development
35 Business Office
6 Health Center -Student Affairs
11 Library, Learning Ctr., and Computer Center Public Safety

PARKING

P1 Central Street
P2 The Barn
P3 Yamawaki
P4 Grove Street
P5 McClelland

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